

# CHESHIRE EAST COUNCIL

## REPORT TO: Audit and Governance Committee

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**Date of meeting:** 28 November 2013  
**Report of:** Chair of the Audit and Governance Committee 2012/13  
**Title:** Audit and Governance Committee Annual Report 2012/13  
**Portfolio Holder:** Councillor Peter Raynes

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### **1.0 Report Summary**

- 1.1 The purpose of the report is for the Committee to consider the draft 2012/13 Annual Report of the Audit and Governance Committee and agree the final version of the report that will go to Council in December 2013.

### **2.0 Recommendation**

- 2.1 That the Committee considers the draft Annual Report 2012/13, as attached (Appendix A) and agree the final version that will go to Council in December 2013.

### **3.0 Reasons for Recommendation**

- 3.1 In accordance with the Council's Constitution, the Audit and Governance Committee shall submit an annual report to Council.

### **4.0 Wards Affected**

- 4.1 All wards.

### **5.0 Local Wards Affected**

- 5.1 Not applicable.

### **6.0 Policy Implications**

- 6.1 Not applicable.

### **7.0 Financial Implications**

- 7.1 None.

### **8.0 Legal Implications**

- 8.1 There is a legal requirement on the council to conduct a review at least once a year of the effectiveness of its systems of internal control.

- 8.2 The Council's constitution gives responsibility to the Audit and Governance Committee for overseeing the Council's roles and responsibilities in respect of Corporate Governance and Audit and specifically for submitting an annual report to Council.

## **9.0 Risk Assessment**

- 9.1 There is a requirement within the Council's Constitution for the Audit and Governance Committee to submit an annual report to Council. Failure to submit the record would be a breach of the Constitution.

## **10.0 Background and Options**

- 10.1 Many Audit Committees prepare an annual report to demonstrate how they have fulfilled their terms of reference and to account for their performance. CIPFA guidance states key aspects to consider including in such a report are:

- Committee membership
- Summary of activity, including key topics, decisions and recommendations.
- Review of the committee's effectiveness, including any external assessment results.
- Development activity undertaken. For example training, networking with other audit committees or peer reviews.

It also states that annual reports should be publically available and care should be taken to make them readable and accessible.

- 10.2 The requirement to submit an annual report is included within Cheshire East Council's Constitution and the 2012/13 report is the second annual report of this Committee.

## **11.0 Access to information**

The background papers relating to this report can be inspected by contacting the report writer:

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