

**Please ask for:** Mrs. C. Bowker

**Your Ref:**

**Extension No:** 4589

**My Ref:** CB

**E-Mail:** [catherinebowker@cannockchasedc.gov.uk](mailto:catherinebowker@cannockchasedc.gov.uk)

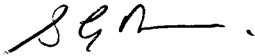
28 November, 2012

Dear Councillor,

**AUDIT AND GOVERNANCE COMMITTEE  
4.00 P.M., THURSDAY, 6 DECEMBER, 2012  
DATTELN ROOM, CIVIC CENTRE, CANNOCK**

You are invited to attend this meeting for consideration of the matters itemised in the following Agenda.

Yours sincerely,



**S.G. Brown  
Chief Executive**

To: Councillors

Ball, G. D. (Chairman)  
Gamble, B. (Vice-Chairman)

Anslow, C.  
Bennett, C.  
Bottomer, B.

Snape, P. A.  
Molineux, G. N.

# **A G E N D A**

## **PART 1**

**1. Apologies**

**2. Declarations of Interests of Members in Contracts and Other Matters and Restriction on Voting by Members**

To declare any personal, pecuniary or disclosable pecuniary interests in accordance with the Code of Conduct and any possible contraventions under Section 106 of the Local Government Finance Act 1992.

**3. Minutes**

To approve the Minutes of the meeting held on 25 September, 2012 (Enclosed).

**4. Internal Audit Quarter 2 Report of 2012-13**

Report of the Head of Governance (Item 4.1 – 4.2 plus attachment).

**5. Strategic Risk Register**

Report of the Head of Governance (Item 5.1 – 5.3 plus attachments)

**6. Annual Governance Statement – Progress Report**

Report of the Head of Governance (Item 6.1 – 6.7)

**7. Annual Audit Letter 2011/12**

To receive the Annual Audit Letter (Enclosed)

**8. Grant Thornton – External Audit Fees Report**

To consider the External Audit Fees Report (to follow)