

**Please ask for:** Miss. J. Tunnicliffe

**Your Ref:**

**Extension No:** 4623

**My Ref:** JT

**E-Mail:** JoannaTunnicliffe@cannockchasedc.gov.uk

13 February, 2009

Dear Councillor,

**AUDIT AND GOVERNANCE COMMITTEE  
3.00 P.M., MONDAY 23 FEBRUARY, 2009  
WESTERN SPRINGS 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

Williams, Mrs. P. (Chairman)  
Burnett, G. (Vice-Chairman)

Alcott, G.  
Ball, G.D.  
Burnett, J.

Easton, R.  
Davis, Mrs. M.A.

# **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 or prejudicial interests in accordance with the Code of Conduct and any possible contraventions under Section 106 of the Local Government Finance Act 1992.

Under the Code of Conduct, if you declare a personal interest, you may remain in the meeting, take part in the debate and vote. If you declare a personal and prejudicial interest, you must withdraw from the meeting and not take any part in the debate.

- 3. Minutes**

To approve the Minutes of the meeting held on 4 December, 2008 (Enclosed)

- 4. Strategic Risk Register**

Report of the Chief Executive (Enclosure 4.1 – 4.5).

(Please note - a short training session will be given prior to consideration of the report by the Head of Governance and VFM regarding risk management).

- 5. Annual Governance Statement – Progress Report**

Report of the Chief Executive (Enclosure 5.1 – 5.3).

- 6. Internal Audit – Quarter 3 Report for 2008-09**

Report of the Chief Internal Auditor (Enclosure 6.1 – 6.2).

- 7. Amended Audit and Inspection Plan – 2008-09**

To receive the Audit Commission's Amended Audit and Inspection Plan – 2008-09 (Enclosure 7).

- 8. Presentation**

To receive a presentation from the Audit Commission on the role of External Audit.