

**CANNOCK CHASE COUNCIL**  
**MINUTES OF THE MEETING OF THE**  
**AUDIT AND GOVERNANCE COMMITTEE**  
**THURSDAY, 10 MARCH 2011 AT 4.00 P.M.**  
**IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK**

**PART 1**

PRESENT: Councillors

Ball, G. D. (Chairman)  
Alcott, G. (Vice-Chairman)

Burnett, G.                      Easton, R.  
Easton, Mrs. D. M.

Also Present:                      Mr. G. Patterson, District Auditor, Audit Commission

**40. Apologies**

Apologies for absence were submitted on behalf of Councillors J. Burnett and R.G. Meaden.

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

No declarations of interests were submitted.

**42. Minutes**

RESOLVED:

That the Minutes of the meeting held on 27 January, 2011 be approved as a correct record and signed.

**43. Strategic Risk Register**

Consideration was given to the Report of the Chief Executive (Enclosure 4.1 – 4.4 of the Official Minutes of the Council).

Members sought clarification in respect of residual risk scores for risks A12 and A11. The Risk and Resilience Manager advised that in respect of A12 the Head of Financial Management had given assurances that the Council's savings requirements were being properly managed and the process for delivering savings as a result of the outsourcing of Leisure Services had its own in-built checks to ensure potential operators' ability to delivery the service.

Members also requested that the Chief Executive be requested to attend periodically the Audit and Governance Committee in order to discuss any concerns that Members' have on the

management of Strategic Risks

RESOLVED:

That the Strategic Risk Register be noted.

**44. Internal Audit – Quarter 3 Report for 2010-11**

Consideration was given to the Report of the Chief Internal Auditor (Enclosure 5.1 – 5.2 of the Official Minutes of the Council).

RESOLVED:

(A) That the contents of the Internal Audit Report for Quarter 3 of 2010-11 be noted.

(B) That the changes made to the audit plan be noted.

**45. Internal Audit – Updated Terms of Reference and Audit Strategy and Audit Plan for 2011-12**

Consideration was given to the Report of the Chief Internal Auditor (Enclosure 6.1 – 6.5 of the Official Minutes of the Council).

RESOLVED:

That:

(A) The updated Internal Audit Terms of Reference be approved.

(B) The contents of the Audit Strategy for 2011-12 be noted.

(C) The Audit Plan for 2011-12 contained as Appendix A of the Audit Strategy be noted.

(D) The level of risk the Internal Audit can review within existing resources and the coverage that this will give for providing an opinion for the Annual Governance Statement for 2011-12 be noted.

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

Consideration was given to the Report of the Chief Executive (Enclosure 7.1 – 7.3 of the Official Minutes of the Council).

RESOLVED:

That the contents of the progress report on the Annual Governance Statement for 2009-10 be noted.

**47. Annual Audit and Inspection Fee 2010-11**

Consideration was given to the Annual Audit and Inspection Fee, 2010-11 letter from the District

Auditor (Enclosure 8.1 – 8.4 of the Official Minutes of the Council).

The District Auditor explained the revised level of charges for 2010-11 and advised that there would be a further 5% reduction for 2011-12 and a commitment to a further reduction in 2012-13.

RESOLVED:

That the Annual Audit and Inspection Fee Letter be received and noted.

**48. Opinion Audit Testing Strategy – Cannock Chase District Council Audit 2010-11**

Consideration was given to the Opinion Audit Testing Strategy presented by the District Auditor (Enclosure 9.1 – 9.22 of the Official Minutes of the Council).

RESOLVED:

That the Opinion Audit Testing Strategy - Cannock Chase District Council Audit 2010-11 be received and noted.

**49. External Audit Statement of Audit Progress – Cannock Chase District Council Audit 2010-11**

Consideration was given to the External Audit Statement of Audit Progress presented by the District Auditor (Enclosure 10.1 – 10.7 of the Official Minutes of the Council).

RESOLVED:

That the External Audit Statement of Audit Progress - Cannock Chase District Council Audit 2010-11 be received and noted.

(The meeting closed at 6.10pm)

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CHAIRMAN