

**Please ask for:** Jo Hunt

**Your Ref:**

**Extension No:** 4623

**My Ref:**

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11 June, 2018


Dear Councillor,

**AUDIT & GOVERNANCE COMMITTEE  
4:00PM, TUESDAY 19 JUNE, 2018  
ESPERANCE ROOM, CIVIC CENTRE, CANNOCK**

**TRAINING FOR COMMITTEE MEMBERS WILL BE TAKING PLACE AT 2PM IN  
THE ESPERANCE ROOM, PRIOR TO THE START OF THE MEETING AT 4PM.**

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

Yours sincerely,



**T. McGovern  
Managing Director**

To: Councillors

Grice, Mrs. D. (Chairman)  
Dudson, Miss M.J. (Vice-Chairman)

Bowater, J.L.      Johnson, J.P.  
Crabtree, S.K.    Tait, Ms. L.

# **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 27 March, 2018 (enclosed).

### **4. Review of the Effectiveness of Internal Audit**

Report of the Head of Governance and Corporate Services (Item 4.1 – 4.29).

### **5. Internal Audit Annual Report 2017/18**

Report of the Chief Internal Auditor and Risk Manager (Item 5.1 – 5.22).

### **6. Strategic Risk Register**

Report of the Head of Governance and Corporate Services (Item 6.1 – 6.16).

### **7. Annual Governance Statement 2017/18**

Report of the Head of Governance and Corporate Services (Item 7.1 – 7.19).

### **8. Cannock Chase District Council Audit Fee Letter 2018/19**

Letter of the External Auditors (Item 8.1 – 8.3).

### **9. Progress and Update Report for Cannock Chase District Council**

Verbal Update from the External Auditors.