

08 January 2014

Governance Committee

You are invited to attend a meeting of the Governance Committee to be held in Council Chamber, Town Hall, Chorley on Thursday, 16th January 2014 commencing at 2.30 pm.

AGENDA

1. **Apologies for absence**

2. **Minutes (Pages 3 - 8)**

To confirm the minutes of the Governance Committee meeting held on 12 September 2013 (enclosed)

3. **Declarations of Any Interests**

Members are reminded of their responsibility to declare any pecuniary interest in respect of matters contained in this agenda.

If you have a pecuniary interest you must withdraw from the meeting. Normally you should leave the room before the business starts to be discussed. You do, however, have the same right to speak as a member of the public and may remain in the room to enable you to exercise that right and then leave immediately. In either case you must not seek to improperly influence a decision on the matter.

4. **RIPA Application Update**

The Monitoring Officer will present a verbal report at the meeting.

5. **Audit Commission Report: Protecting the Public Purse 2013 (Pages 9 - 14)**

Report of the Head of Governance (enclosed)

6. **Annual Governance Report 2013 - Progress Report (Pages 15 - 20)**

Report of the Head of Governance (enclosed)

7. **Annual Audit Letter 2012/13 (Pages 21 - 36)**

Report of the External Auditor (enclosed).

8. **Certification Report 2012/13 (Pages 37 - 46)**
Report of the External Auditor (enclosed)
9. **Governance Committee Update 2013/14 (Pages 47 - 60)**
Report of the External Auditor (enclosed)
10. **Internal Audit Interim Report as at 29 November 2013 (Pages 61 - 66)**
Report of the Head of Shared Assurance Services (enclosed)
11. **Any other item(s) that the Chair decides is/are urgent**

Yours sincerely



Gary Hall
Chief Executive

Louise Wingfield
Democratic and Member Services Officer
E-mail: louise.wingfield@chorley.gov.uk
Tel: (01257) 515123
Fax: (01257) 515150

Distribution

1. Agenda and reports to all Members of the Governance Committee Paul Leadbetter (Chair), and Julia Berry, Graham Dunn, Anthony Gee, Marie Gray, June Molyneaux and Alan Platt for attendance.
2. Agenda and reports to Gary Hall (Chief Executive), Chris Moister (Head of Governance), Susan Guinness (Head of Shared Financial Services), Garry Barclay (Head of Shared Assurance Services), Andy Armstrong (Shared Financial Services Risk Manager) and Louise Wingfield (Democratic and Member Services Officer) for attendance.
3. Agenda and reports to Peter Ripley (Independent Member) for attendance.

If you need this information in a different format, such as larger print or translation, please get in touch on 515151 or chorley.gov.uk