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A meeting of **Corporate Governance & Audit Committee** will be held in Committee Room 1, East Pallant House on **Thursday, 12 March 2015 at 9.30 am**

MEMBERS: Mrs P M Tull (Chairman), Mr A F French (Vice-Chairman),
Mrs C M M Apel, Mr M J Bell, Mr J L Cherry, Mr A P Dignum,
Mr B Finch, Mrs P A Hardwick, Mr G H Hicks and Mr R M J Marshall

AGENDA

- 1 **Chairman's Announcements**
Any apologies for absence that have been received will be noted at this point.
- 2 **Approval of Minutes** (Pages 1 - 6)
The committee is requested to approve the minutes of its ordinary meeting on 22 January 2015.
- 3 **Urgent items**
The chairman will announce any urgent items that due to special circumstances are to be dealt with under agenda item below relating to Late Items.
- 4 **Declarations of Interest**
These are to be made by members of the Corporate Governance and Audit Committee or other Chichester District Council members present in respect of matters on the agenda for this meeting.
- 5 **Public Question Time**
The procedure for submitting public questions in writing by no later than 12:00 on Wednesday 11 March 2015 is available upon request to Member Services (the contact details for which appear on the front page of this agenda).
- 6 **Audit Plan 2014/15, Audit Plan Progress and Local Government Sector Briefing - Ernst & Young LLP** (Pages 7 - 49)
To consider and note the following reports from the external auditor – the Audit Plan year ending 31 March 2015, the Audit Progress Report and the Local Government Sector Briefing.
- 7 **Internal Audit - Audit Plan Progress** (Pages 50 - 56)
- 8 **Work Programme 2015/16** (Pages 57 - 60)
The committee is requested to consider and agree its work programme for 2015/16.
- 9 **Late items**
Consideration of any late items as follows:
 - (a) Items added to the agenda papers and made available for public inspection
 - (b) Items that the chairman has agreed should be taken as a matter of urgency by reason of special circumstances to be reported at the meeting

10 Exclusion of Press and Public

There are no restricted items for consideration.

NOTES

1. The press and public may be excluded from the meeting during any item of business wherever it is likely that there would be disclosure of “exempt information” as defined in section 100A of and Schedule 12A to the Local Government Act 1972
2. The press and public may view report appendices which are not included with their copy of the agenda on the Council’s website at [Chichester District Council - Minutes, agendas and reports](#) unless these contain exempt information.
3. Subject to the provisions allowing the exclusion of the press and public, the photographing, filming or recording of this meeting from the public seating area is permitted. To assist with the management of the meeting, anyone wishing to do this is asked to inform the chairman of the meeting of their intentions before the meeting starts. The use of mobile devices for access to social media is permitted, but these should be switched to silent for the duration of the meeting. Those undertaking such activities must do so discreetly and not disrupt the meeting, for example by oral commentary, excessive noise, distracting movement or flash photography. Filming of children, vulnerable adults or members of the audience who object should be avoided. (Standing Order 11.3)
4. Restrictions have been introduced on the distribution of paper copies of longer appendices to reports where those appendices are circulated separately from the agenda as follows:
 - 1) Members of the Corporate Governance & Audit Committee, the Cabinet and Senior Officers – receive paper copies including the appendices
 - 2) Other Members of the Council – Appendices may be viewed via the Members’ Desktop and a paper copy will be available in the Members’ Room at East Pallant House.