

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

**Your Ref:**

**Extension No:** 4623

**My Ref:** JT

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

2 November, 2007

Dear Councillor,

**AUDIT AND GOVERNANCE COMMITTEE  
3.30 P.M., TUESDAY, 13 NOVEMBER, 2007  
DATTELN ROOM, CIVIC CENTRE, CANNOCK**

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

Please note that with the agreement of the Chairman, Councillor B.J. Faulkner the meeting will now commence at 3.30 p.m., and not 3.00 p.m. as previously stated.

Yours sincerely,

**S.G. Brown  
Chief Executive**

To: Councillors

Faulkner, B.J. (Chairman)  
Molineux, G.N. (Vice-Chairman)

Alcott, G.                      Kraujalis, J.T.  
Davies, D.N.                  Martin, G.R.  
Davis, Mrs. M.A.

All Other Members of the Council for Information

# **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 21 September, 2007 (Enclosed)

- 4. Statement on Internal Control 2006-07 – Progress Report**

Report of the Director of Governance (Enclosure 4.1 – 4.3)

- 5. Internal Audit - Quarter 2 Report for 2007-08**

Report of the Chief Internal Auditor (Enclosure 5.1 – 5.2)