

**Cheshire and Warrington Local Enterprise Partnership**

**Finance and Audit Committee**

Thursday 25th March 2020, 15:00pm – 16:00pm

Venue: Telephone Conference/MS Teams

+44 161 250 8784

Conference ID: 620 566 911#

**AGENDA**

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| Agenda Item | Lead | Timings |
| 1 | Welcome, introductions and apologies | Chair |  |
| 2 | Conflicts of Interest | Chair |  |
| 3 | Minutes of Meeting 19th December 2019 | Chair | 5 minutes |
| 4 | Matters/Actions Arising | Chair | 5 minutes |
| 5 | Management Accounts January 2020 and Forecast 2019/20 | Ian Brooks | 15 minutes |
| 6 | Review of Corporate Risk Register | Ian Brooks | 10 minutes |
| 7 | Annual Review of Terms of Reference  | Chair  | 10 minutes  |
| 8 | Review of Performance of the Committee | Chair | 10 minutes |
| 9 | AOB | All | 5 minutes |
| 10 | Date of next meeting: |
| 10th June 2020, 3.00pm | Wyvern House, The Drumber, Winsford.  |

**FORWARD LOOK**

**2020/21**

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| **Standing Items** | **Review of Management Accounts** **Review of Corporate Risk Register** |  |
| **March** | **Review of Terms of Reference** |  |
| **March** | **Review of Performance of the Committee** |  |
| **June** | **Annual Report of F&A Committee** |  |
| **June** | **Review of Internal Audit 2019/20**  | **David Rees** |
| **June** | **Approval of Internal Audit Plan 2020/21** | **David Rees** |
| **June** | **Annual Accounts, Auditors Opinion, (Re-)Appointment of Auditors** | **Mike Benson** |
| **June** | **Review of Reserves** |  |
| **June** | **Review of EZ Balances** |  |
| **September** |  |  |
| **September** |  |  |
| **December** | **Draft Budget 2021/22** |  |
| **December** |  |  |