



## **NOTICE OF MEETING**

### **Governance & Audit Committee**

**Monday 29 June 2009, 7.30 pm**

**Function Room, Fifth Floor, Easthampstead House, Town Square,  
Bracknell**

### **To: Governance & Audit Committee**

Councillor Ward (Chairman), Councillor Thompson (Vice-Chairman), Councillors Beadsley, Blatchford, Brunel-Walker, Edger, Leake and McCracken

### **Independent Member**

Gordon Anderson

### **cc: Substitute Members of the Committee**

Councillors Mrs Ballin, Mrs Beadsley, Birch, Harrison, Mrs Hayes, Mrs McCracken and Mrs Shillcock

ALISON SANDERS  
Director of Corporate Services

#### **EMERGENCY EVACUATION INSTRUCTIONS**

- 1 If you hear the alarm, leave the building immediately.
- 2 Follow the green signs.
- 3 Use the stairs not the lifts.
- 4 Do not re-enter the building until told to do so.

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**Square, Bracknell**

**AGENDA**

	Page No
1. <b>Apologies for Absence</b>	
2. <b>Declarations of Interest</b>	
3. <b>Minutes - 29 April and 6 May 2009</b>	
To approve as a correct record the minutes of the meetings of the Committee held on 29 April and 6 May 2009.	1 - 8
4. <b>Urgent Items of Business</b>	
5. <b>Governance &amp; Audit Committee Training Requirements</b>	
To consider the training requirements of the Governance and Audit Committee.	9 - 12
6. <b>External Audit Fees 2008/09</b>	
To update the Committee on details of the annual external audit fee and annual inspection fee for 2008-09. The External Auditor will attend the meeting to answer any questions.	13 - 14
7. <b>Statement of Responsibilities of Auditors and Audited Bodies</b>	
To inform the Committee of the respective responsibilities of the External Auditors and the Council. The External Auditor will attend the meeting to provide a brief presentation and answer any questions.	15 - 36
8. <b>Risk Management Update</b>	
To provide the Committee with an update on the progress on risk management at the Council.	37 - 40
9. <b>Internal Audit Annual Assurance Report 2008-09</b>	
To note the annual assurance report for 2008/09. Under the CIPFA Code of Practice for Internal Audit in Local Government, the Head of Audit is required to provide an annual assurance report timed to support the Annual Governance Statement which accompanies the Council's annual accounts.	41 - 64
10. <b>Annual Governance Statement</b>	
To consider the Draft Annual Governance Statement 2008/09 and the Action Plan to address weaknesses identified in the Statement.	65 - 80

11. **Statement of Accounts 2008/09**

*To Follow*

To consider the Statement of Accounts for 2008/09.