



## **NOTICE OF MEETING**

### **Governance & Audit Committee**

**Monday 29 March 2010, 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, McCracken, Mr G S Anderson and Mrs Hayes

### **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**

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1. **Apologies and Substitute Members**  
To receive apologies for absence and to note the attendance of any substitute members.
2. **Declarations of Interest**  
To receive any declarations of personal or prejudicial interests, and the nature of that interest, in respect of any matter to be considered at this meeting.
3. **Minutes of Meeting 18 January 2010**  
To approve as a correct record the minutes of the meeting of the Committee held on 18 January 2010. 1 - 6
4. **Treasury Management Report**  
The report details the new requirement contained within the Chartered Institute of Public Finance and Accountancy (CIPFA) Treasury Management Code of Practice. 7 - 40
5. **District Audit**  
The External Auditor has produced several reports as part of the 2009/10 Audit which need to be considered and endorsed by the Committee. The External Auditor will attend the meeting and will present these reports to the Committee. 41 - 84
6. **2010 Code of Audit Practice and Statement of Responsibilities**  
The purpose of this report is to inform the Governance and Audit Committee of the latest code of audit practice and statement of responsibilities. 85 - 140
7. **Audit Plan 2009/10**  
The purpose of this report is to set out details of the annual external audit fee and annual inspection fee for 2010-11 for the Governance and Audit Committee to note. The External Auditor will attend the meeting to answer any questions. 141 - 152
8. **Internal Audit Strategy and Plan 2009/2010**  
The purpose of this report is to set out the underlying principles applied in the Internal Audit planning process and seek the Governance and Audit Committee's approval of the Internal Audit Strategy and Internal

Audit Plan for 2010/11.

9. **Related Party Transactions**

The report outlines the draft guidance and annual declaration of Related Party Transactions prior to its circulation to all Members.

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10. **Annual Governance Statement**

The purpose of the report is to inform the Committee of the process for preparing the Annual Governance Statement and to consider nominating a Member to participate in the work of the Corporate Governance Working Group.

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11. **Future meeting dates**

To note the future meeting dates at 7.30pm:

- 29 June, 21 September, 23 November and 22 March 2011.