



## **NOTICE OF MEETING**

### **Governance & Audit Committee**

**Tuesday 24 January 2012, 7.30 pm**

**Council Chamber, Fourth Floor, Easthampstead House, Bracknell**

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

Councillor Ward (Chairman), Councillor Wade (Vice-Chairman), Councillors Allen, Ms Brown, Heydon, McCracken, Thompson, Worrall and Mr G S Anderson

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

Councillors Mrs Ballin, Blatchford, Mrs Hayes, Leake, Mrs McCracken and Mrs Temperton

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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**Bracknell**

**AGENDA**

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1. **Apologies for Absence**  
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 - 8 November 2011**  
To approve as a correct record the minutes of the meetings of the Committee held on 8 November 2011. 1 - 4
4. **Urgent Items of Business**  
Any other items which, pursuant to Section 100B(4)(b) of the Local Government Act 1972, the Chairman decides are urgent.
5. **Audit Plan**  
To note the External Audit Plan for 2011/12. 5 - 28
6. **Update on Progress - Certification of Claims and Returns**  
To provide the Committee with an update on the progress the Housing and Council Tax Benefit Service has made since last reporting to Governance and Audit Committee in September 2011. 29 - 36
7. **Treasury Management**  
To review the Treasury Management Report. 37 - 60
8. **Anti-Fraud and Corruption Policy**  
To present the revised Anti-Fraud and Corruption Policy for review and approval. 61 - 68