

## **NOTICE OF MEETING**

### **Governance & Audit Committee**

**Tuesday 27 March 2012, 7.30 pm**

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

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

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

### **Independent Member**

Gordon 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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**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 - 24 January 2012**  
To approve as a correct record the minutes of the meetings of the Committee held on 24 January 2012. 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. **External Audit Matters**  
To receive the District Auditor's annual report on the certification of claims and returns for 2010/11 and to note developments with regard to the appointment of external auditors. 5 - 32
6. **Internal Audit Plan**  
To approve the Internal Audit Plan for 2012/13. 33 - 58
7. **Contract Standing Orders - Category Management**  
To recommend to Council the approval of changes to the Council's Contract Standing Orders to give effect to Category Management. 59 - 74
8. **Annual Governance Preparation Statement**  
To nominate a Member to attend the meeting of the Governance Working Group which formulates the Annual Governance Statement (AGS) and the AGS Action Plan. 75 - 76

9. **Scheme of delegation amendment** 77 - 84  
To recommend to Council the two sets of amendments to the Scheme of Delegation to Officers contained in the Council's Constitution required in response to recent legislation.
10. **Proposed abolition of Petition Scheme** 85 - 98  
To recommend to Council the proposed abolition of the Petition Scheme due to the Localism Act repealing complex provisions under which the scheme was put in place.
11. **Future Standards Committee Arrangements** 99 - 100  
To consider whether, under the new framework for dealing with Member's conduct, the Standards Committee should make recommendations to the Committee or to full Council.