

## **NOTICE OF MEETING**

### **Governance & Audit Committee**

**Tuesday 31 July 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**

Members are requested to declare any Personal Interests. Any Member with a Disclosable Pecuniary Interest in a matter should withdraw from the meeting when the matter is under consideration and should notify the Democratic Services Officer In attendance that they are withdrawing as they have such an interest. If the Disclosable Pecuniary Interest is not entered on the register of Members interests the Monitoring Officer must be notified of the interest within 28 days.

3. **Minutes**

To approve as a correct record the minutes of the meetings of the Committee held on 27 March 2012 and 16 May 2012.

1 - 6

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. **Internal Audit Annual Assurance Report 2011/12**

The Governance and Audit Committee are asked to note the Head of Audit and Risk Management's Annual Report setting out the Head of Internal Audit's Opinion for 2011/12.

7 - 28

6. **Annual Governance Statement Report**

To consider the Annual Governance Statement (AGS) 2011/12 and the Action Plan to address weaknesses identified in the AGS.

29 - 54

7. **Strategic Risk Register**

The Governance and Audit Committee are asked to provide feedback on the Strategic Risk Register to inform the next quarterly update of the Register.

55 - 66

8. **External Audit Report**

67 - 80

This report provides the Committee with an update on the external auditor's progress with delivering their external audit responsibilities. The report also includes an update on the externalisation of the audit practice.

9. **Amendment to the Overview & Scrutiny Procedure Rules**

81 - 84

This report seeks approval to an amendment to the Overview and Scrutiny Procedure Rules to secure compliance with the legislation relating to Overview and Scrutiny Committees (in this Council, the Overview and Scrutiny Commission and the Overview and Scrutiny Panels).

10. **Amendment to the Scheme of Delegation**

85 - 86

This report proposes an amendment to the Council's Scheme of Delegation to provide that confirmation of decisions to remove Permitted Development rights should **not** be delegated to the Chief Officer: Planning and Transport.

11. **Date of Next Meeting**

Tuesday 25 September 2012.