

NOTICE OF MEETING

Governance & Audit Committee

Tuesday 28 January 2014, 7.30 pm

Council Chamber, Fourth Floor, Easthampstead House, Bracknell

To: Governance & Audit Committee

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

Independent Member

Gordon Anderson

cc: Substitute Members of the Committee

Councillors Birch, Mrs Hayes, Leake, Mrs McCracken, Mrs Temperton and Wade

ALISON SANDERS

Director of Corporate Services

17/01/14EMERGENCY 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.

If you require further information, please contact: Katharine Simpson

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Bracknell

Sound recording, photographing, filming and use of social media at meetings which are held in public are permitted subject to the provisions of the Council's protocol for recording. Those wishing to record proceedings at a meeting are advised to contact the Democratic Services Officer named as the contact for further information on the front of this agenda as early as possible before the start of the meeting so that arrangements can be discussed and the agreement of the Chairman can be sought.

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 disclosable pecuniary or affected interest in respect of any matter to be considered at this meeting.

Any Member with a Disclosable Pecuniary Interest or an affected 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 - 30 September 2013**

To approve as a correct record the minutes of the meetings of the Committee held on 30 September 2013.

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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. **Independent Review of Telephone Usage by the Leader**

To consider a report setting out the findings of an independent review into the Leader of Council's mobile telephone usage.

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6. **External Audit Matters**

To receive an update from the Council's External Auditors on a variety of audit matters.

7. **Annual Audit Letter 2012-13**
To receive the External Auditor's Annual Audit Letter for 2012-13. 55 - 64
8. **Internal Audit Risk Assurance**
To receive a report summarising Internal Audit activity during the period April to December 2013. 65 - 84
9. **Treasury Management Report**
To review the Treasury Management Report. 85 - 112
10. **Minor Amendment to the Code of Conduct**
To receive a report seeking the Committee's endorsement of an amendment to the Code of Conduct for Members. 113 - 116
11. **Date of Next Meeting**
The next scheduled meeting of the Governance and Audit Committee will take place on 1 April 2014 at 7.30pm.