

Notice of Meeting

Governance & Audit Committee

Councillor Allen (Chair),
Councillor Wade (Vice-Chair),
Councillors Brossard, Gbadebo, Mrs Hayes MBE, Heydon, Leake
and Parker



Wednesday 22 March 2023, 7.30 pm
Council Chamber - Time Square, Market Street, Bracknell, RG12
1JD

Agenda

*All councillors at this meeting have adopted the Mayor's Charter
which fosters constructive and respectful debate.*

Item	Description	Page
1.	Apologies for Absence	
	To receive apologies for absence and to note the attendance of any substitute members.	
2.	Declarations of Interest	
	<p>Members are asked to declare any disclosable pecuniary or affected interests in respect of any matter to be considered at this meeting.</p> <p>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.</p> <p>Any Member with an affected Interest in a matter must disclose the interest to the meeting. There is no requirement to withdraw from the meeting when the interest is only an affected interest, but the Monitoring Officer should be notified of the interest, if not previously notified of it, within 28 days of the meeting.</p>	
3.	Minutes of previous meeting	3 - 6
	To approve as a correct record the minutes of the meetings of the Committee held on 25 January 2023.	
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 Update	7 - 28

EMERGENCY EVACUATION INSTRUCTIONS

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	To receive an update on progress on the annual Internal Audit Plan. Reporting: Sally Hendrick	
6.	Internal Audit Plan for 2023/24	29 - 42
	To approve the Internal Audit Plan for 2023/24. Reporting: Sally Hendrick	
7.	Recording of Officer Executive Decisions	43 - 50
	To review existing arrangements for the recording of Officer Executive decisions. Reporting: Sanjay Prashar	

Sound recording, photographing, filming and use of social media is permitted. Please contact Hannah Harding, 01344 352308, Hannah.harding@bracknell-forest.gov.uk, so that any special arrangements can be made.

Published: 14 March 2023

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