

Notice of Meeting



Governance and Audit Committee **Tuesday, 22 November 2005 at 7.00pm**

in Committee Room 2 , Council Offices,
Market Street, Newbury

Date of despatch of Agenda: Monday 14 November 2005

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact Andy Day on (01635) 519459
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Further information and Minutes are also available on the Council's website at www.westberks.gov.uk

Agenda – Governance and Audit Committee – 22 November 2005(continued)

To: Councillors Barbara Alexander, Jeff Brooks, Sue Farrant, Denise Gaines, Graham Jones, Andrew Rowles, and Emma Webster.

Agenda

Part I

1. **Election of Chairman and Vice Chairman**
To elect a Chairman and Vice Chairman of the Committee for the remainder of the 2005/06 Municipal Year.
2. **Apologies** **Page No.**
To receive apologies for inability to attend the meeting (if any).
3. **Minutes**
To approve as a correct record the Minutes of the meeting of this Committee held on 26 October 2005 (copy herewith).
4. **Declarations of Interest**
To receive any Declarations of Interest from Members.
5. **Contract Rules of Procedure**
To consider a report proposing changes to the Council's Contract Rules of procedure (copy herewith).
6. **Strategic Risk Register**
To consider a report in relation to the Council's Strategic Risk Register (copy to follow).
7. **Frequency of Executive Meetings and Report Format**
To consider a report proposing changes to the frequency of Executive meetings and report Format (copy herewith).
8. **Review of the Council's Scrutiny Structures**
To consider a report proposing changes to the Council's Scrutiny Structures (copy herewith).
9. **Scrutiny – Proposed Staffing Support**
To consider a report detailing the staffing structure to support the Scrutiny Function (to follow).

Andy Day
Policy Manager