

Notice of Meeting



Governance and Audit Committee

Tuesday, 26 June 2007 at 6.30pm

In Committee Room 1, Council Offices,
Market Street, Newbury

Date of despatch of Agenda: Friday 15 June 2007

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact Vicky Wheatley, Policy & Research Officer on (01635) 519241
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Further information and Minutes are also available on the Council's website at www.westberks.gov.uk

Governance and Audit Committee to be held on 26 June 2007 (continued)

- To:** Councillors: Jeff Beck (*Chairman*), Paul Bryant, Mike Johnston, Irene Neill, Julian Swift-Hook, Tony Vickers (*Vice-Chairman*) and Quentin Webb.
- Substitutes:** Councillors: Lee Dillon, Owen Jeffery and 2 vacancies.
- Guests & Officers:** Councillors: Graham Jones (Leader of Council), Jeff Brooks (Leader of the Opposition), Laszlo Zverko (Executive Member for Finance) and David Rendel (Shadow Executive Member for Finance).
- David Holling (Head of Legal & Electoral Services), Ian Priestley (Service Head - Assurance), Charles Morris (Risk Manager), Andy Walker (Head of Finance), Simon Freeman (Service Head – Accountancy) and Vicky Wheatley (Policy & Research Officer).

Agenda

Part I

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|--|-----------------|
| 1. Apologies.
To receive apologies for inability to attend the meeting (if any). | |
| 2. Minutes.
To approve as a correct record the Minutes of the meeting of this Committee held on 26 March 2007 and 10 May 2007. | 1 - 6 |
| 3. Declarations of Interest.
To receive any Declarations of Interest from Members. | Verbal |
| 4. Training: The Accounts Process and Statement of Accounts.
<i>Purpose: To receive a briefing on the accounts process and statement of accounts.</i> | Verbal |
| 5. Statement of Accounts.
<i>Purpose: To review and approve the 2006/2007 Statement of Accounts, as required by the Audit Commission. The Leader, Executive Member for Finance, Leader of the Opposition and Shadow Executive Member for Finance have also been invited for this item.</i> | To Follow |
| 6. Statement of Internal Control – Report of the Monitoring Officer and S151 Officer.
<i>Purpose: To consider and approve the annual report of the Monitoring and S151 Officers in support of the Statement of Internal Control.</i> | 7 - 11 |
| 7. Statement of Internal Control – Report of the Head of Internal Audit.
<i>Purpose: To consider and approve the annual report of Internal Audit in support of the Statement of Internal Control.</i> | To Follow |
| 8. Statement of Internal Control – Heads of Service Assurance Statements.
<i>Purpose: To consider and approve the annual report of the review of Assurance Statements and Service Risk Registers by Corporate Board, in support of the Statement of Internal Control.</i> | To Follow |
| 9. Statement of Internal Control.
<i>Purpose: To consider and recommend the signing of the Annual Statement of Internal Control.</i> | To Follow |
| 10. The Quarterly Review of the Strategic Risk Register and Red Risks.
<i>Purpose: To receive the Strategic Risk Register and consider information on actions designed to mitigate the red risks identified on the Strategic Risk Action Plan.</i> | 12 - 26 |

Governance and Audit Committee to be held on 26 June 2007 (continued)

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| 11. | Quarterly Risk Management Report.
<i>Purpose: To receive an update on the Risk Management process.</i> | 27 - 35 |
| 12. | Annual Work Programme for the Committee
<i>Purpose: To approve the draft annual work programme for 2007/2008 and agree future meeting dates of the Committee.</i> | 36 - 40 |

Sue Curtis Davison
Head of Policy & Communication