

Notice of Meeting



Governance and Audit Committee

Tuesday, 27 November 2007 at 6.30pm

**In Committee Room 2, Council Offices,
Market Street, Newbury**

Date of despatch of Agenda: Friday 16 November 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, e-mail: vwheatley@westberks.gov.uk

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 27 November 2007 (continued)

- To:** Councillors: Jeff Beck (*Chairman*), Paul Bryant, Tony Linden, Irene Neill, Julian Swift-Hook, Tony Vickers (*Vice-Chairman*) and Quentin Webb.
- Substitutes:** Councillors: Pamela Bale, Lee Dillon, Owen Jeffery and 1 vacancy.
- Guests & Officers:** David Holling (Head of Legal & Electoral Services), Robert O'Reilly (Head of Human Resources), Charles Morris (Risk Manager) and Ian Priestley (Service Head - Assurance)

Agenda

Part I

	Page No.
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 September 2007.	1 - 4
3. Declarations of Interest. To receive any Declarations of Interest from Members.	
4. Delegation of Authority to Fund a Redundancy Payment up to £10,000. <i>Purpose: To recommend a delegation of authority to the Chief Executive to fund a redundancy payment up to £10,000.</i>	5 - 7
5. Interim Report – Internal Audit. <i>Purpose: To report the findings of the Internal Audit for the six months to 30 September 2007.</i>	8 - 13
6. Statement of Internal Control: Strategic Risk Register 2007-2008. <i>Purpose: To support the Statement of Internal Control by identifying the Strategic Risks and associated action plan.</i>	14 - 30
7. Risk Management Second Quarter Report – 2007-2008. <i>Purpose: To support the Statement of Internal Control by identifying the Strategic Risks and associated action plan.</i>	31 - 39
8. Governance and Audit Work Programme. <i>Purpose: To note the work programme for the remainder of the Municipal Year and next meeting date of the Committee.</i>	40 - 42

Andy Day
Interim Head of Policy & Communication