

# Notice of Meeting

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## **Governance and Audit Committee**

**Monday, 29 June 2009 at 6.00pm**

**in the Council Chamber, Council Offices,  
Market Street, Newbury**

Date of despatch of Agenda: Friday, 19 June 2009

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact:

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Further information and Minutes are also available on the Council's website at [www.westberks.gov.uk](http://www.westberks.gov.uk)



**West Berkshire**  
C O U N C I L

## Agenda – Governance & Audit Committee to be held on 29 June 2009 (continued)

- To:** Councillors: Jeff Beck (Chairman), Paul Bryant, Tony Linden, Irene Neill, Julian Swift-Hook, Tony Vickers (Vice-Chairman) and Quentin Webb
- Substitutes:** Councillors: Brian Bedwell, Roger Hunneman, Adrian Edwards, Keith Lock
- Guests & Officers:** Councillors: Jeff Brooks, Keith Chopping, Graham Jones, David Rendel  
 Andy Day (Head of Policy and Communication), Andy Walker (Head of Finance), Ian Priestley (Assurance Manager), Joseph Holmes (Accountancy Manager), Julie Gilhespy (Group Auditor), Simon Freeman (Finance Manager), Moira Fraser (Democratic Services Manager)

# Agenda

## Part I

	<b>Page No.</b>
1. Apologies To receive apologies for inability to attend the meeting (if any).	Verbal
2. Minutes To approve as a correct record the Minutes of the meeting of this Committee held on the 27 April 2009 and 12 May 2009.	5 – 12
3. Declarations of Interest To receive any Declarations of Interest from Members.	Verbal
4. <b>Internal Audit - Annual Report</b> (Ian Priestley) To outline the outcomes of Internal Audit work for 2008-09 and to provide and to provide an opinion on the internal control framework of the Council.	13 – 42
5. <b>Presentation of the 2008-09 Financial Statements</b> (Andy Walker) To provide members with the financial statements for external audit for the financial year 2008-09.	43 – 46
6. <b>Heads of Service Assurance Statements</b> (Ian Priestley) To provide a summary of the issues raised by the Heads of Service in their Assurance Statements that support the Council's Annual Governance Statements.	47 – 62
7. <b>Annual Governance Statement - Statement in Support by the Monitoring Officer</b> (David Holling) To provide evidence and independent verification of governance matters which may impact on the Annual Governance Statement from the viewpoint of the Monitoring Officer.	63 – 68

**Agenda – Governance & Audit Committee to be held on 29 June 2009 (continued)**

8. **Annual Governance Statement – Statement in Support by the Section 151 Officer** (Andy Walker) 69 – 74  
To provide evidence and independent verification of governance matters which may impact on the Annual Governance Statement from the viewpoint of the Section 151 Officer.
9. **Annual Governance Statement** (GAC1730) Ian Priestley 75 – 84  
To provide an Annual Governance Statement for the Council.
10. **Dates of the Next Meetings**  
7 September 2009  
28 September 2009

Andy Day  
Head of Policy and Communication

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If you require this information in a different format, such as audio tape, or in another language, please ask an English speaker to contact Moira Fraser on telephone (01635) 519045, who will be able to help.

