

Notice of Meeting

Governance and Audit Committee

**Monday, 10th September, 2012 at
6.00 pm in Council Chamber Council
Offices Market Street Newbury**

Date of despatch of Agenda: Friday, 31 August 2012

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact Andy Day / Moira Fraser on (01635) 519459 / (01635) 51904

e-mail: aday@westberks.gov.uk / mfraser@westberks.gov.uk

Further information and Minutes are also available on the Council's website at www.westberks.gov.uk



WestBerkshire
C O U N C I L

Agenda - Governance and Audit Committee to be held on Monday, 10 September 2012
(continued)

To: Councillors Jeff Beck (Chairman), Paul Bryant, David Holtby, Tony Linden, Julian Swift-Hook (Vice-Chairman), Tony Vickers and Quentin Webb
Substitutes: Councillors Peter Argyle, Brian Bedwell, Alan Macro and David Rendel

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 09 July 2012.	1 - 4
3. Declarations of Interest To receive any Declarations of Interest from Members.	
4. KPMG Annual Governance Report (ISA 260+) To inform Members of KPMG progress in auditing the financial statements and the opinion KPMG propose to give to the financial statements.	5 - 30
5. West Berkshire Council Financial Statements 2011-12 To provide Members with the final copy of the Council's Financial Statements.	31 - 102
6. Amendments to Parts 9 and 10 of the Council's Constitution (C2459) <i>Purpose: To consider changes to the Financial Rules of Procedure and Protocols in light of legislative changes following a review by the Finance and Governance Group.</i>	103 - 156
7. Bribery Act 2010 (GA2534) <i>Purpose: To outline a proposed Bribery Policy for the Council</i>	157 - 174
8. Heads of Service Assurance Statements (GA2525) <i>Purpose: To outline the areas of concern raised by Heads of Service in their Assurance Statements.</i>	175 - 186



Agenda - Governance and Audit Committee to be held on Monday, 10 September 2012
(continued)

9. **Annual Governance Statement - Statement in Support by the Section 151 Officer (GA2539)** 187 - 192
Purpose: To provide evidence and independent verification of governance matters which may impact on the Annual Governance Statement from the viewpoint of the S151 Officer.
10. **Annual Governance Statement - Statement in Support by the Monitoring Officer (GA2540)** 193 - 200
Purpose: To provide evidence and independent verification of governance matters which may impact on the Annual Governance Statement from the viewpoint of the Monitoring Officer.
11. **Annual Governance Statement 2011/12 (GA2524)** 201 - 210
Purpose: To review the Annual Governance Statement.

Andy Day
Head of Strategic Support

West Berkshire Council is committed to equality of opportunity. We will treat everyone with respect, regardless of race, disability, gender, age, religion or sexual orientation.

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.

