

Notice of Meeting

Governance and Audit Committee

Monday, 2nd September, 2013 at 5.00 pm
In the Council Chamber Council Offices,
Market Street Newbury

Date of despatch of Agenda: Wednesday, 21 August 2013

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
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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, 2 September 2013
(continued)

To: Councillors Jeff Beck (Chairman), Paul Bryant, Sheila Ellison, Tony Linden, Geoff Mayes, Julian Swift-Hook (Vice-Chairman) and Quentin Webb
Substitutes: Councillors Peter Argyle, Brian Bedwell, Gwen Mason and Tony Vickers

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 8 July 2013.	1 - 2
3. Declarations of Interest To receive any Declarations of Interest from Members.	
4. Internal Audit Annual Report 2012-13 (GA2702) <i>Purpose: To provide the Committee with an opinion from the "Head of Internal Audit" on the Council's internal control framework, and to support the approval of the Annual Governance Statement.</i>	3 - 14
5. Annual Governance Statement	
(a) Statement in Support by the Section 151 Officer (GA2704) <i>Purpose: 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.</i>	15 - 20
(b) Annual Governance Statement - Statement in Support by the Monitoring Officer (GA2705) <i>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.</i>	21 - 26
(c) Annual Governance Statement 2012-13 (GA2703) <i>Purpose: To review the Annual Governance Statement.</i>	27 - 36



Agenda - Governance and Audit Committee to be held on Monday, 2 September 2013
(continued)

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| 6. | KPMG opinion (ISA 260) (GA2733)
<i>Purpose: To give their opinion on West Berkshire's Financial Statement of Accounts.</i> | To Follow |
| 7. | West Berkshire Council Financial Statements 2012/13
<i>Purpose: To provide Members with the final copy of the Council's Financial Statements.</i> | 37 - 114 |
| 8. | Refresh of the Council's Petitions Protocol (C2653)
<i>Purpose: At the time the Petitions protocol was agreed in September 2010 it was agreed that it would be refreshed three years later.</i> | 115 - 130 |
| 9. | Amendments to the Constitution - Scheme of Delegation (C2709)
<i>Purpose: To make amendments to the constitution in line with legislative and operational changes.</i> | 131 - 204 |

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 or translation, please contact Moira Fraser on telephone (01635) 519045.

