

To: Councillors Stevens (Chairman),  
Duveen, Lovelock, McElligott, McKenna,  
Page, Rodda, Steele and Terry

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20 September 2017

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### NOTICE OF MEETING - AUDIT AND GOVERNANCE COMMITTEE - 28 SEPTEMBER 2017

A meeting of the Audit & Governance Committee will be held on Thursday 28 September 2017 at **7.00pm** in the Council Chamber, Civic Offices, Reading. The Agenda for the meeting is set out below.

#### AGENDA

	<u>PAGE NO</u>
1. DECLARATIONS OF INTEREST	-
2. MINUTES OF THE COMMITTEE'S MEETING OF 18 JULY 2017	1
3. QUESTIONS	
4. APPROVAL OF THE 2016/17 ACCOUNTS, EY AUDIT MEMORANDUM AND AUDIT OPINION (ISA 260)	To Follow
This report seeks, in accordance with the Accounts & Audit Regulations, the approval of the Council's accounts, in order to conclude the accounts and audit process for 2016/17.	
5. HOUSING BENEFIT SUBSIDY	7
This report provides an update on the actions that have been taken by the Housing Benefits Service to mitigate error and losses as a result of the complex subsidy regime.	

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| 6. | <b>INTERNAL AUDIT QUARTERLY PROGRESS REPORT</b>   | 13 |
|    | This report provides an update on key findings emanating from Internal Audit reports issued since the last quarterly progress report in July 2017.  |    |
| 7. | <b>INTERNAL AUDIT EXTERNAL QUALITY ASSESSMENT (EQA)</b>   | 27 |
|    | This report provides information on an external quality assessment of Internal Audit's Quality Assurance Framework, which was carried out in July 2017.   |    |
| 8. | <b>BUDGET MONITORING 2017/18</b>  | 45 |
|    | This report regarding the Council's budget monitoring position at the end of August 2017 was prepared for the Policy Committee meeting on 25 September 2017 and is now presented to the Audit & Governance Committee for information. |    |
| 9. | <b>ANNUAL GOVERNANCE STATEMENT 2016/2017 - UPDATED ACTION PLAN</b>  | 55 |
|    | This report updates the Committee on the progress made against the Annual Governance action plan.   |    |

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