

To: Councillor Stevens (Chairman)  
Councillors Davies, Gittings, Edwards,  
Emberson, Robinson, McKenna and  
J Williams

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12 April 2021

Your contact is: **Michael Popham - Democratic Services Manager**

## NOTICE OF MEETING - AUDIT AND GOVERNANCE COMMITTEE 20 APRIL 2021

A meeting of the Audit and Governance Committee will be held on Tuesday, 20 April 2021 at 6.30 pm as an Online Meeting via Microsoft Teams. The Agenda for the meeting is set out below.

	<u>WARDS AFFECTED</u>	<u>Page No</u>
1. DECLARATIONS OF INTEREST		
2. MINUTES OF THE PREVIOUS MEETING HELD ON 28 JANUARY 2021		5 - 10
3. QUESTIONS		
4. INTERNAL AUDIT QUARTERLY PROGRESS REPORT	BOROUGH WIDE	11 - 64
This report provides an update on key findings emanating from Internal Audit reports issued since the last quarterly progress report.		
5. ANNUAL AUDIT PLAN & INTERNAL AUDIT CHARTER 2021/2022	BOROUGH WIDE	65 - 92
This report sets out the work Internal Audit plans to undertake during the financial year 2021/2022.		
6. STRATEGIC RISK REGISTER QUARTER 4 2020/2021	BOROUGH WIDE	93 - 110
This report provides an update on the Council's Strategic Risk Register, in line with the requirements of the Council's risk management strategy.		

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<b>7.</b>	<b>IMPLEMENTATION OF THE FINANCE IMPROVEMENT PROGRAMME - PROGRESS UPDATE</b>	<b>BOROUGH WIDE</b>	<b>111 - 116</b>
	This report provides an update on progress of the Programme workstreams and their deliverables against the Plan since the last meeting.		
<b>8.</b>	<b>INFORMATION GOVERNANCE QUARTERLY UPDATE</b>	<b>BOROUGH WIDE</b>	<b>117 - 122</b>
	This report outlines the actions in progress to improve the Council's policies, systems and processes for better Information Governance.		
<b>9.</b>	<b>CLOSING FINANCIAL ACCOUNTS UPDATE</b>	<b>BOROUGH WIDE</b>	<b>123 - 126</b>
	This report updates the Committee on progress with the completion of the Council's Final Accounts for 2018/19 and 2019/20.		
<b>10.</b>	<b>IMPLEMENTATION OF AUDIT RECOMMENDATIONS TRACKER</b>	<b>BOROUGH WIDE</b>	<b>127 - 148</b>
	This report sets out a summary of those high and medium risk Internal Audit recommendations which remain outstanding together with an updated management response.		
<b>11.</b>	<b>EXTERNAL AUDITOR UPDATE</b>		
<b>12.</b>	<b>EXCLUSION OF PRESS &amp; PUBLIC</b>		
	The following motion will be moved by the Chairman:		
	"That, pursuant to Section 100A of the Local Government Act 1972 (as amended) members of the press and public be excluded during consideration of the following items on the agenda, as it is likely that there would be disclosure of exempt information as defined in the relevant Paragraphs of Part 1 of Schedule 12A (as amended) of that Act"		
<b>13.</b>	<b>PENALTY CHARGE NOTICES AUDIT REPORT</b>	<b>BOROUGH WIDE</b>	<b>149 - 164</b>