

To: Councillor Stevens (Chairman)  
Councillors Davies, Edwards, Emberson,  
Gittings, McElroy, McEwan and Robinson

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4 April 2022

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

**NOTICE OF MEETING - AUDIT AND GOVERNANCE COMMITTEE 12 APRIL 2022**

A meeting of the Audit and Governance Committee will be held on Tuesday, 12 April 2022 at 6.30 pm in the Council Chamber, Civic Offices, Reading. The Agenda for the meeting is set out below.

	<u>WARDS AFFECTED</u>	<u>Page No</u>
1. DECLARATIONS OF INTEREST		
2. MINUTES		5 - 12
3. QUESTIONS		
4. INTERNAL AUDIT QUARTERLY PROGRESS REPORT	BOROUGH WIDE	13 - 44
This report provides an update on key findings emanating from Internal Audit reports issued since the last quarterly progress report.		
5. STRATEGIC RISK REGISTER Q4	BOROUGH WIDE	45 - 60
To receive a report on the Council's Strategic Risk Register for Quarter 4.		
6. INTERNAL AUDIT PLAN AND AUDIT CHARTER 2022/23	BOROUGH WIDE	61 - 82
This report sets out the work Internal Audit plans to undertake during the financial year 2022/2023.		
7. IMPLEMENTATION OF THE FINANCE IMPROVEMENT PROGRAMME - PROGRESS UPDATE	BOROUGH WIDE	83 - 90

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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>IMPLEMENTATION OF AUDIT RECOMMENDATIONS TRACKER</b>	<b>BOROUGH WIDE</b>	<b>91 - 108</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>9.</b>	<b>CIPFA FINANCIAL MANAGEMENT CODE</b>	<b>BOROUGH WIDE</b>	<b>109 - 284</b>
	A report on the Chartered Institute of Public Finance & Accountancy Financial Management Code, which sets out the standards of financial management for local authorities to assess themselves against.		
<b>10.</b>	<b>2021/22 QUARTER 3 PERFORMANCE AND MONITORING REPORT</b>	<b>BOROUGH WIDE</b>	<b>285 - 338</b>
	This report sets out the projected revenue and capital outturn positions for 2021/22 for both the General Fund and the Housing Revenue Accounts as at the end of December 2021 (Quarter 3). The report also sets out performance against the measures of success published in the Council's Corporate Plan.		
<b>11.</b>	<b>INFORMATION GOVERNANCE QUARTERLY UPDATE</b>	<b>BOROUGH WIDE</b>	<b>339 - 346</b>
	This report outlines the actions in progress to improve the Council's policies, systems and processes for better Information Governance.		
<b>12.</b>	<b>CLOSING FINANCIAL ACCOUNTS UPDATE</b>	<b>BOROUGH WIDE</b>	<b>347 - 350</b>
	This report updates on progress with the completion of the audit of the Council's Final Accounts for 2019/20 as at 31 <sup>st</sup> March 2022.		
<b>13.</b>	<b>EXTERNAL AUDITOR UPDATE</b>		<b>351 - 454</b>
	To receive the latest External Audit Draft Audit Results Report 2019/20.		
	The Annual Audit Letter 2018/19 is attached for information only, in accordance with the requirement to issue an annual audit letter to the Council following completion of EY's audit procedures for the year ended 31 March 2019.		

## WEBCASTING NOTICE

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Members of the public who participate in the meeting will be able to speak at an on-camera or off-camera microphone, according to their preference.

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