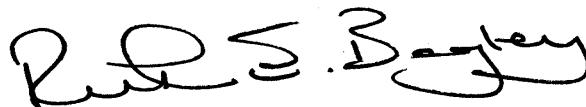


Date of issue: 14<sup>th</sup> March 2013

<b>MEETING:</b>	<b>AUDIT AND RISK COMMITTEE</b> (Councillors Nazir (Chair), Abe, Brooker, Chohan, A S Dhaliwal and Dhillon)
	<b>CO-OPTED INDEPENDENT MEMBER</b> Mr Ajay Kwatra
<b>DATE AND TIME:</b>	MONDAY, 25TH MARCH, 2013 AT 6.30 PM
<b>VENUE:</b>	MEETING ROOM 2, CHALVEY COMMUNITY CENTRE, THE GREEN, CHALVEY, SLOUGH, SL1 2SP
<b>DEMOCRATIC SERVICES OFFICER: (for all enquiries)</b>	NICHOLAS PONTONE  01753 875120

NOTICE OF MEETING

You are requested to attend the above Meeting at the time and date indicated to deal with the business set out in the following agenda.



**RUTH BAGLEY**  
Chief Executive

AGENDA

PART I

**AGENDA**  
**ITEM**

**REPORT TITLE**

**PAGE**

**WARD**

Apologies for absence.



**AGENDA**  
**ITEM**

**REPORT TITLE**

**PAGE**

**WARD**

1. Declarations of Interest

*All Members who believe they have a Disclosable Pecuniary or other Pecuniary or non pecuniary Interest in any matter to be considered at the meeting must declare that interest and, having regard to the circumstances described in Section 3 paragraphs 3.25 – 3.27 of the Councillors' Code of Conduct, leave the meeting while the matter is discussed, save for exercising any right to speak in accordance with Paragraph 3.28 of the Code.*

*The Chair will ask Members to confirm that they do not have a declarable interest.*

*All Members making a declaration will be required to complete a Declaration of Interests at Meetings form detailing the nature of their interest.*

2.	Minutes of the last meeting held on 8th November 2012	1 - 2	
3.	Internal Audit Progress Report	3 - 22	All
4.	Annual Internal Audit Plan	23 - 42	All
5.	External Audit Plan	43 - 70	All
6.	Risk Management	71 - 72	All
7.	Members Attendance Record	73 - 74	
8.	Date of Next Meeting - 25th June 2013		

Press and Public

You are welcome to attend this meeting which is open to the press and public, as an observer. You will however be asked to leave before the Committee considers any items in the Part II agenda. Special facilities may be made available for disabled or non-English speaking persons. Please contact the Democratic Services Officer shown above for further details.

Minicom Number for the hard of hearing – (01753) 875030

