

BRAUNSTONE TOWN COUNCIL

Darren Tilley - Executive Officer & Town Clerk

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PR Agenda

NOTICE

5th June 2014

A meeting of the **CORPORATE GOVERNANCE SUB-COMMITTEE** will be held at Braunstone Civic Centre on **Thursday 12th June 2014** commencing at **6.30pm**, (prior to the Policy & Resources Committee which commences at 7.30pm) for the transaction of the business as set out below.

Yours sincerely,
Darren Tilley
Executive Officer & Town Clerk

AGENDA

1. **Apologies**

2. **Disclosure of Interests**

3. **Public Participation**

Members of the public may make representations, give evidence or answer questions in connection with items included on the agenda (Standing Order 13f and 75). At the discretion of the Chairperson the meeting may be adjourned to give members of the public present an opportunity to raise other matters of public interest.

The time allowed for each member of the public to make representation, give evidence, or ask questions will be restricted to 3 minutes. Where there is a group of members of public wishing to make the same representations, present the same evidence or ask the same questions, the group must appoint one representative to speak on their behalf and he/she will be restricted to within 3 minutes.

Public participation sessions will be ordered by the Chairperson as part of his/her role in presiding over the meeting and conducted in accordance with the Council's Standing Orders.

4. **Report of the Last Meeting**

To receive the report of the last meeting held 13th June 2014 (**Enclosed**)

5. **Review of Systems of Internal Control and Management Risk**

a) To review the effectiveness of the Council's systems of internal control and management of risks, etc. To receive the Report of the Executive Officer & Town Clerk (**Enclosed**)

6. **Internal Auditor's Report**

a) To receive the Internal Auditor's Report for 2013/2014 (**Enclosed**)

b) To note that the External Audit was completed on 25th September 2013 and that an unqualified opinion was given.

c) To appoint an Internal Auditor for 2014/2015 in accordance with the Terms of Reference set out in 'Governance and Accountability for Local Councils – A Practitioners Guide 2010/14 (as appropriate)' (**Letter of appointment enclosed**)

7. Annual Return for Year Ended 31st March 2014

- a) To receive a copy of the Annual Return for the Year Ended 31st March 2014
(Enclosed)
- b) To make any recommendations in connection with the Corporate Governance Sub-Committee review of the effectiveness of the internal audit.
- c) To recommend to the Full Council that the Statement of Accounts be adopted at its next meeting on 26th June 2014.

8. Review Standing Orders, Financial Regulations and Delegated Powers

- a) To note that the Executive Officer & Town Clerk, together with the Assistant Executive Officer & Town Clerk had arrange to attend training regarding revised financial regulations at the LRALC on 3rd July 2014
- b) To receive Members' comments on the existing documents
- c) To note that an additional meeting of the Corporate Governance Committee would need to be called once the draft documents had been prepared.

9. Termination of the Meeting