

NOTICE OF MEETING



AUDIT AND PERFORMANCE REVIEW PANEL

will meet on

TUESDAY, 16TH FEBRUARY, 2016

at

7.00 PM

in the

COUNCIL CHAMBER - TOWN HALL,

TO: MEMBERS OF THE AUDIT AND PERFORMANCE REVIEW PANEL

COUNCILLOR PAUL BRIMACOMBE (CHAIRMAN)
COUNCILLORS STUART CARROLL, DR LILLY EVANS, LYNNE JONES,
JACK RANKIN, ADAM SMITH (VICE-CHAIRMAN), LISA TARGOWSKA AND
EDWARD WILSON

SUBSTITUTE MEMBERS
COUNCILLORS MALCOLM BEER, JOHN COLLINS, DAVID EVANS,
RICHARD KELLAWAY, ROSS MCWILLIAMS, COLIN RAYNER,
WESLEY RICHARDS, JOHN STORY AND SIMON WERNER

Karen Shepherd - Democratic Services Manager
Issued: 08/02/2016

Members of the Press and Public are welcome to attend Part I of this meeting.

The agenda is available on the Council's web site at www.rbwm.gov.uk or contact the
Panel Administrator

Fire Alarm - In the event of the fire alarm sounding or other emergency, please leave the building quickly and calmly by the nearest exit. Do not stop to collect personal belongings and do not use the lifts. Congregate in the Town Hall Car Park, Park Street, Maidenhead (immediately adjacent to the Town Hall) and do not re-enter the building until told to do so by a member of staff.

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AGENDA

PART I

<u>ITEM</u>	<u>SUBJECT</u>	<u>WARD</u>	<u>PAGE NO</u>
1.	<u>APOLOGIES</u> To receive any apologies for absence.		
2.	<u>DECLARATIONS OF INTEREST</u> To receive any declarations of interest.		5 - 6
3.	<u>MINUTES</u> To approve the Part I minutes of the meeting held on 10 th December 2015.		7 - 10
4.	<u>KPMG ANNUAL REPORT ON GRANTS AND RETURNS WORK 2014/15</u> To consider the report.		11 - 18
5.	<u>ROYAL BOROUGH OF WINDSOR & MAIDENHEAD EXTERNAL AUDIT PLAN 2015-16</u> To consider the report.		19 - 34
6.	<u>2016/17 RBWM INTERNAL AUDIT CHARTER</u> To consider the report.		35 - 46
7.	<u>RBWM ANTI FRAUD AND ANTI CORRUPTION POLICIES REFRESH</u> To consider the report.		To Follow
8.	<u>2016/17 RBWM INTERNAL AUDIT PLAN</u> To consider the report.		47 - 58
9.	<u>OPERATIONS & CUSTOMER SERVICES BUSINESS PLAN REPORTING - Q3</u> To consider the report.		To Follow
10.	<u>LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC</u> To consider passing the following resolution:- "That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the remainder of the meeting whilst discussion takes place on item 9 on the grounds that it involves the likely disclosure of exempt information as defined in Paragraphs 1- 7 of part I of Schedule 12A of the Act"		

PART II

<u>ITEM</u>	<u>SUBJECT</u>	<u>WARD</u>	<u>PAGE NO</u>
11.	<u>2016/17 RBWM COUNTER FRAUD PLAN</u> To consider the report. <i>(Not for publication by virtue of Paragraph 7 of Part 1 of Schedule 12A of the Local Government Act 1972)</i>		59 - 66