

Date of issue: Wednesday, 28 February 2018

<b>MEETING:</b>	<b>AUDIT AND CORPORATE GOVERNANCE COMMITTEE</b> (Councillors Chohan (Vice Chair), Brooker, Coad, Amarpreet Dhaliwal, Arvind Dhaliwal, Nazir and Usmani)  <b>CO-OPTED INDEPENDENT MEMBERS:</b> Ronald Roberts, Alan Sunderland and Iqbal Zafar  <b>PARISH COUNCIL MEMBERS:</b> Parish Councillor Raymond Jackson (Colnbrook with Poyle) Parish Councillor Harjinder Gahir (Wexham Court) Vacancy (Britwell)  <b>INDEPENDENT PERSON</b> Dr Louis Lee (Observer)
<b>DATE AND TIME:</b>	THURSDAY, 8TH MARCH, 2018 AT 6.30 PM
<b>VENUE:</b>	VENUS SUITE 2, ST MARTINS PLACE, 51 BATH ROAD, SLOUGH, BERKSHIRE, SL1 3UF
<b>DEMOCRATIC SERVICES OFFICER:</b> (for all enquiries)	SHABANA KAUSER  01753 787503

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.



**NIGEL PALLACE**  
Interim Chief Executive

**AGENDA**

**PART I**



<u>AGENDA ITEM</u>	<u>REPORT TITLE</u>	<u>PAGE</u>	<u>WARD</u>
	Apologies for absence.		
1.	Election of Chair	-	-
2.	Declarations of Interest	-	-
	<i>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 4 paragraph 4.6 of the Councillors' Code of Conduct, leave the meeting while the matter is discussed.</i>		
	<i>The Chair will ask Members to confirm that they do not have a declarable interest.</i>		
	<i>All Members making a declaration will be required to complete a Declaration of Interests at Meetings form detailing the nature of their interest.</i>		
3.	Minutes of the Last Meeting held on 14th December 2017	1 - 6	-
4.	Governance Review	7 - 16	All
5.	Schedule of Activity - Councillors' Code of Conduct	17 - 22	All
6.	Schedule Of Activity: Local Government and Social Care Ombudsman - Complaints, Findings and Recommendations	23 - 28	All
7.	Schedule of Activity: Registration of Members with the Information Commissioner's Office and Inspection and Report by the Investigatory Powers Commissioner's Office	29 - 32	All
8.	Schedule of Activity: Whistleblowing Complaints	33 - 36	All
9.	Audit and Risk Management Update Quarter 4 2017/18	37 - 82	All
10.	Information Governance and Business Continuity Update	83 - 132	All
11.	Internal Audit Strategy 2018/21	133 - 164	All
12.	Internal Audit Plan 2017/18 Progress Report	165 - 184	All

<u>AGENDA ITEM</u>	<u>REPORT TITLE</u>	<u>PAGE</u>	<u>WARD</u>
13.	Grant Claims and Returns Certification 2016/17	185 - 198	All
14.	Audit Plan 2017/18	199 - 224	All
15.	Faster Close Project Plan	225 - 242	All
16.	Members Attendance Record 2017/18	243 - 244	-

**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. Please contact the Democratic Services Officer shown above for further details.

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