



28 March 2012

Dear Sir/Madam,

**Corporate Governance Committee**

A meeting of the Corporate Governance Committee will be held in the **Council Chamber, Council Offices, Lodge Road, Daventry on Thursday 5<sup>th</sup> April 2012 at 6.15 p.m.**

Members are reminded to sign the Attendance Register on entering the Council Chamber.

This meeting will be recorded in accordance with the Council's Constitution.

**Mobile phones must be switched off before entering the Council Chamber.**

**Please note that the Welton Road undercroft car park will close at 8.30pm.**

Yours faithfully,

Chief Executive

**AGENDA**

1. **Minutes.** To sign the minutes of the meeting of the Corporate Governance Committee held on 26th January 2012 (copy attached). *(Please note queries relating to the accuracy of the Minutes must be submitted in writing to the Monitoring Officer by Noon on Wednesday, 4<sup>th</sup> April 2012– Constitutional requirement - Part 5D, Section 3.3).*
2. **Apologies for absence.**
3. **Declarations of Members' Interests.** To receive declarations of Members' interests and the nature of such interests in any of the following agenda items.
  - (i) Personal interests.
  - (ii) Personal and prejudicial interests.
  - (iii) Party whipping arrangements

4. **Annual Audit Plan 2011-12.** To consider the report of the Audit Commission (copy attached, report reference: CG.050412/1). The Annual Audit Plan 2011-12 is attached and numbered separately.
5. **Strategic Audit Plan 2012-15 & Annual Audit Plan 2012/13.** To consider the report of the Internal Audit Manager (copy attached, report reference: CG.050412/2, page nos. 1 - 9).
6. **Urgent Business.** To consider any other item which the Chairman decides is urgent, notice of which has been given in writing to the Chief Executive prior to the commencement of the meeting.

**If you have any special communication needs please contact the above as soon as possible. Every effort will be made to provide extracts from the Agenda in a suitable form or help with communication at the Committee meeting.**

---o0o---

The Council Chamber is equipped with a Deaf Aid Loop System.

### **FIRE/EMERGENCY EVACUATION**

**PLEASE** read the Fire/Emergency Evacuation Instructions **BEFORE** the meeting starts. These are displayed by the entrance to the Council Chamber.

TO ALL MEMBERS OF THE CORPORATE GOVERNANCE COMMITTEE

Electronic copies of the agenda have been circulated to remaining members of Council

John Shephard – Chairman  
Pam Booker  
Nick Bunting  
Alan Chantler

Brian Lomax – Vice Chairman  
Gloria Edwards-Davidson  
Bob Patchett  
Colin Poole