

## **GOVERNANCE COMMITTEE**

Meeting of the GOVERNANCE COMMITTEE to be held in the Fire Authority Rooms at the Fire and Rescue Service Headquarters, Nissan Way, Barmston Mere, Sunderland on MONDAY, 28<sup>TH</sup> SEPTEMBER, 2009 at 10.30 a.m.

### **A G E N D A**

<b>Item</b>	<b>Page</b>
<b>1. Apologies for Absence</b>	
<b>2. Declarations of Interest</b>	
<b>3. Minutes of the Last Meeting of the Governance Committee held on 29<sup>th</sup> June, 2009</b>  (copy herewith)	<b>1</b>
<b>4. Guidance on 'Other Action'</b>  Report of the Deputy Clerk to the Authority (copy herewith).	<b>9</b>
<b>5. Internal Audit Services – 2009/2010 Audit Plan Progress Report</b>  Report of the Finance Officer (copy herewith).	<b>15</b>

**6. Audit Commission – Annual Audit Fee 2009/2010 and 2008/2009** 21

Report of the Chief Fire Officer (copy herewith).

**7. Statement of Accounts 2008/2009**

(a) Letter of Representation (copy herewith); 27

(b) Annual Governance Report 2008/2009 – report of the Audit Commission (copy herewith); 33

(c) Audited Statement of Accounts 2008/2009 (copy herewith). 55

DAVE SMITH,  
Clerk to the Authority.

18<sup>th</sup> September, 2009