

Notice of Meeting



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Governance and Ethics Committee

Monday 26 November 2018 at 5.00pm
in the Roger Croft Room Council Offices
Market Street Newbury

Note: The Council broadcasts some of its meetings on the internet, known as webcasting. If this meeting is webcast, please note that any speakers addressing this meeting could be filmed. If you are speaking at a meeting and do not wish to be filmed, please notify the Chairman before the meeting takes place. Please note however that you will be audio-recorded.

Date of despatch of Agenda: Friday 16 November 2018

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact Andy Day/Moira Fraser/Stephen Chard on (01635) 519459/519045/519462

e-mail: andy.day@westberks.gov.uk / moira.fraser@westberks.gov.uk / stephen.chard@westberks.gov.uk

Further information and Minutes are also available on the Council's website at www.westberks.gov.uk



WestBerkshire
C O U N C I L

Agenda - Governance and Ethics Committee to be held on Monday, 26 November 2018
(continued)

To: Councillors Steve Ardagh-Walter, Jeff Beck (Vice-Chairman), Jeff Brooks, Paul Bryant, Keith Chopping (Chairman), James Cole, Barry Dickens, Jane Langford, Geoff Mayes, Anthony Pick and Quentin Webb

Substitutes: Councillors Jason Collis, Sheila Ellison and Alan Macro

Agenda

Part I

Page No.

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| 1 | Apologies
To receive apologies for inability to attend the meeting (if any). | |
| 2 | Minutes
To approve as a correct record the Minutes of the meetings of this Committee held on 30 July 2018, 8 August 2018 (Special) and 29 October 2018 (Special). | 1 - 22 |
| 3 | Declarations of Interest
To remind Members of the need to record the existence and nature of any personal, disclosable pecuniary or other registrable interests in items on the agenda, in accordance with the Members' Code of Conduct . | |
| 4 | Forward Plan
<i>Purpose: To consider the Forward Plan for the next 12 months.</i> | 23 - 26 |

Governance Matters

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| 5 | Financial Statements 2017/18 - Annual Audit Letter (GE3360)
<i>Purpose: To provide Members with the Final Annual Audit Letter 2017/18 from KPMG, this audit letter summarises the outcome from their audit work at West Berkshire Council in relation to the 2017/18 audit year.</i> | 27 - 38 |
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Agenda - Governance and Ethics Committee to be held on Monday, 26 November 2018
(continued)

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| 6 | External Auditors - Audit Progress Report and Sector Update (GE3661)
<i>Purpose: To provide the Governance and Ethics Committee with a report from Grant Thornton on progress in delivering their responsibilities as our new external auditors and a sector update.</i> | 39 - 56 |
| 7 | Internal Audit Update Report (GE3628)
<i>Purpose: To update the Committee on the outcome of Internal Audit work carried out during quarters one and two of 2018-19.</i> | 57 - 70 |
| 8 | Amendments to the Constitution (GE3260)
<i>Purpose: To propose a number of amendments to Parts 2, 3, 10, 11 and 13 of the Constitution.</i> | 71 - 116 |
| 9 | Exclusion of Press and Public
<i>RECOMMENDATION: That members of the press and public be excluded from the meeting during consideration of the following items as it is likely that there would be disclosure of exempt information of the description contained in the paragraphs of Schedule 12A of the Local Government Act 1972 specified in brackets in the heading of each item.</i> | |

Part II

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| 10 | Strategic Risk - Key Issues Q2 2018/19 (GE3639)
<i>(Paragraph 3 -information relating to financial/business affairs of particular person)</i>
<i>Purpose: To highlight the key strategic risk issues that need to be considered and to outline the actions that are being taken to mitigate those risks. Full details regarding the Strategic Risk Key Issues are provided in Appendix D together with the method used to score risks for the Council included in Appendix E.</i> | 117 - 154 |
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Andy Day
Head of Strategic Support

West Berkshire Council is committed to equality of opportunity. We will treat everyone with respect, regardless of race, disability, gender, age, religion or sexual orientation.

If you require this information in a different format or translation, please contact Moira Fraser on telephone (01635) 519045.