

# Notice of Meeting

---



Scan here to access the public documents for this meeting

## Governance and Ethics Committee

**Monday, 29th July, 2019 at 4.30 pm**  
in Council Chamber Council Offices  
Market Street Newbury

**Note:** The Council broadcasts some of its meetings on the internet, known as webcasting. If this meeting is webcasted, 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, 19 July 2019

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

e-mail: [moira.fraser@westberks.gov.uk](mailto:moira.fraser@westberks.gov.uk) / [stephen.chard@westberks.gov.uk](mailto:stephen.chard@westberks.gov.uk)

Further information and Minutes are also available on the Council's website at [www.westberks.gov.uk](http://www.westberks.gov.uk)



WestBerkshire  
C O U N C I L

**Agenda - Governance and Ethics Committee to be held on Monday, 29 July 2019**  
(continued)

**To:** Councillors Jeff Beck (Chairman), James Cole, Jeremy Cottam (Vice-Chairman), Barry Dickens, Jane Langford, Tony Linden, Thomas Marino, David Marsh, Geoff Mayes, Andy Moore and Joanne Stewart

**Substitutes:** Councillors Adrian Abbs, Carolyne Culver, Lee Dillon, Steve Masters, Claire Rowles and Garth Simpson

---

## Agenda

### Part I

	<b>Page No.</b>
1 <b>Apologies</b> To receive apologies for inability to attend the meeting (if any).	
2 <b>Minutes</b> To approve as a correct record the Minutes of the meeting of this Committee held on 17 June 2019.	1 - 4
3 <b>Declarations of Interest</b> 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' <a href="#">Code of Conduct</a> .	
4 <b>Forward Plan</b> <i>Purpose: To consider the Forward Plan for the next 12 months.</i>	5 - 8

## Governance Matters

5 <b>Internal Audit Annual Assurance Report 2019/19 (GE3625)</b> <i>Purpose: The Public Sector Internal Audit Standards (PSIAS) require the Audit Manager to make a formal annual report to those charged with governance within the Council.</i>	9 - 22
6 <b>Annual Governance Statement (GE3627)</b> <i>Purpose: To allow the Committee to review the Annual Governance Statement before it is signed by the Leader and Chief Executive.</i>	23 - 34
7 <b>West Berkshire Council Financial Statements 2018/19 (GE3624)</b> <i>Purpose: To provide Members with the final copy of the Council's Financial Statements.</i>	35 - 46



**Agenda - Governance and Ethics Committee to be held on Monday, 29 July 2019**  
(continued)

- |    |  |         |
|----|--|---------|
| 8  | <b>Financial Year 2018/19 Going Concern Assessment (GE3781)</b><br><i>Purpose:</i> This report summarises the management assessment of the Council continuing to operate as a going concern for the purposes of producing the Statement of Accounts for 2018/19. | 47 - 62 |
| 9  | <b>External Audit Fee (GE3624a)</b><br><i>Purpose:</i> To present to Members the Audit Fee Letter for 2019/20 from Grant Thornton.   | 63 - 74 |
| 10 | <b>Proposals for Reviewing the Constitution (GE3792)</b><br><i>Purpose:</i> To agree, at the Governance and Ethics Committee's request, a programme for reviewing the Council's Constitution.  | 75 - 88 |

Sarah Clarke  
Head of Legal and 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.

