

## Governance and Ethics Committee Forward Plan April 2017 - February 2018

No.	Ref No	Item	Purpose	Lead Officer	Lead Member	Governance/Audit/Ethics
<b>19 June 2017</b>						
1.	C3308	New Arrangements for Licensing Sub-Committees	To increase the number of Members on Licensing Committees from three to four with no substitute	Moira Fraser	Leader of Council, Strategy & Performance, Economic Growth	Governance
<b>21 August 2017</b>						
2.	GE3251	West Berkshire Council Financial Statements 2016/17 including external auditor's Opinion.	To provide Members with the final copy of the Council's Financial Statements	Andy Walker	Finance and Transformation (Cllr Anthony Chadley)	Audit
3.	GE3252	Annual Governance Statement - Statement in Support by the Monitoring Officer	To provide evidence and independent verification of governance matters which may impact on the Annual Governance Statement from the viewpoint of the Monitoring Officer.	Sarah Clarke	Corporate Services and External Affairs (Cllr James Fredrickson)	Governance
4.	GE3253	Annual Governance Statement - Statement in Support by the Section 151 Officer	To provide evidence and independent verification of governance matters which may impact on the Annual Governance Statement from the viewpoint of the Section 151 Officer.	Andy Walker	Corporate Services and External Affairs (Cllr James Fredrickson)	Governance
5.	GE3254	Internal Audit Annual Report 2016/17	To provide an opinion on the effectiveness of the Council's internal control framework	Ian Priestley	Corporate Services and External Affairs (Cllr James Fredrickson)	Audit
6.	GE3269	Annual Governance Statement	To allow the committee to review	Ian Priestley	Corporate	Governance

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			the Annual Governance Statement before it is signed by the Leader and Chief Executive		Services and External Affairs (Cllr James Fredrickson)	
7.	GE3255	Update on Ethical Matters - Quarter 1 of 2017/18	To provide an update on local and national issues relating to ethical standards and to bring to the attention of the Committee any complaints or other problems within West Berkshire.	Sarah Clarke	Chairman of Governance and Ethics (Cllr Keith Chopping))	Ethics
8.	GE3254	Internal Audit Report – 2016/17	To provide an opinion on the effectiveness of the Council's internal control framework	Ian Priestley	Finance and Transformation (Cllr Anthony Chadley)	Audit
9.	C3093	Amendments to the Constitution - Scheme of Delegation	To review and amend sections of the Scheme of Delegation in light of legislative changes and current practice.	Sarah Clarke	Leader of Council, Strategy & Performance, Economic Growth	Governance
<b>27 November 2017</b>						
10.	GE3256	Update on Ethical Matters - Quarter 2 of 2017/18	To provide an update on local and national issues relating to ethical standards and to bring to the attention of the Committee any complaints or other problems within West Berkshire.	Sarah Clarke	Chairman of Governance and Ethics (Cllr Keith Chopping))	Ethics
11.	GE3257	Financial Statements 2016/17 - Annual Audit Letter	To provide Members with the Final Annual Audit Letter 2015/16 from KPMG, this audit letter summarises the outcome from their audit work at	Lesley Flannigan	Finance and Transformation (Cllr Anthony Chadley)	Audit

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			West Berkshire Council in relation to the 2015/16 audit year.			
12.	GE3270	Outcome of the External Review of Internal Audit	To provide Members with the results of the external review of internal audit and seek comments on any proposed actions.	Ian Priestley	Corporate Services and External Affairs (Cllr James Fredrickson)	Audit
<b>5 February 2018</b>						
13.	C3260	Amendments to the Constitution – Scheme of Delegation	To review and amend sections of the Scheme of Delegation in light of legislative changes and current practice.	Sarah Clarke	Corporate Services and External Affairs (Cllr James Fredrickson)	Governance
14.	GE3258	Internal Audit – Interim Report 2017-18	To update the Committee on the outcome of internal audit work.	Ian Priestley	Corporate Services and External Affairs (Cllr James Fredrickson)	Audit
15.	GE3259	Update on Ethical Matters- Quarter 3 of 2017/18	To provide an update on local and national issues relating to ethical standards and to bring to the attention of the Committee any complaints or other problems within West Berkshire.	Sarah Clarke	Chairman of Governance and Ethics (Cllr Keith Chopping))	Ethics