

# Notice of Meeting

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## Governance and Ethics Committee

**Monday, 15th April, 2019 at 5.00 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: Tuesday, 9 April 2019

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

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WestBerkshire  
C O U N C I L

**Agenda - Governance and Ethics Committee to be held on Monday, 15 April 2019**  
*(continued)*

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

**Agenda - Governance and Ethics Committee to be held on Monday, 15 April 2019**  
(continued)

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

**Substitutes:** Councillors Graham Bridgman, Sheila Ellison and Alan Macro

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## Agenda

<b>Part I</b>	<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 26 November 2018.	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

## Standards Matters

5 <b>Monitoring Officer's Annual Report to the Governance and Ethics Committee - 2018/19 Year End (C3424)</b> <i>Purpose: To provide an update on local and national issues relating to ethical standards and to bring to the attention of Members any complaints or other problems within West Berkshire.</i>	9 - 40
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## Audit Matters

6 <b>Internal Audit Plan Progress Report for Quarter Three (GE3629)</b> <i>Purpose: To update the Committee on the outcome of Internal Audit work carried out during quarter three of 2018-19.</i>	41 - 54
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**Agenda - Governance and Ethics Committee to be held on Monday, 15 April 2019**  
(continued)

- 7      **External Audit Plan Provided by Grant Thornton for the Audit of Financial Year 2018/19 (GE3427)**      55 - 78  
*Purpose: To provide Members with a copy of the external audit plan from Grant Thornton for the Financial Year ending 31<sup>st</sup> March 2019 which sets out an overview of the scope and timing of the annual statutory audit of the Council's financial statements and value for money arrangements.*
- 8      **Internal Audit Plan 2019-2022 (GE3426)**      79 - 122  
*Purpose: To set out the proposed Internal Audit work for the three year period covering 2019/2020 to 2021/2022.*

**Part II**

**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.

- 9      **Report from the Deputy Monitoring Officer in Respect of NPC15/18 (GE3706)**      123 - 146  
*Purpose: To bring to the attention of the Governance and Ethics Committee a failure by a parish councillor to adhere to the agreed outcome of an assessment of a complaint.*

Andy Day  
Head of Strategic Support

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

