

Notice of Meeting



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Governance and Ethics Committee

Monday, 25th November, 2019 at 5.00 pm
in Council Chamber Council Offices
Market Street Newbury

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Date of despatch of Agenda: Friday, 15 November 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 / stephen.chard@westberks.gov.uk

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WestBerkshire
C O U N C I L

Agenda - Governance and Ethics Committee to be held on Monday, 25 November 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

	Page No.
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 meeting of this Committee held on 29 July 2019.	1 - 4
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>	5 - 8

Audit Matters

5 Revised Draft Policies/Procedures covering Anti-Fraud and Corruption, Anti-Bribery and Money Laundering (GE3854) <i>Purpose: To obtain approval for the revised content of the Anti-Fraud and Corruption, Anti-Money Laundering and Bribery Act policies.</i>	9 - 52
6 Review of Functions of the Governance and Audit Committee (GE3829) <i>Purpose: To provide a verbal update following the review of the functions of the Governance and Ethics Committee.</i>	53 - 56
7 Internal Audit – Interim Report 2019/20 (GE3638)	57 - 74



Agenda - Governance and Ethics Committee to be held on Monday, 25 November 2019
(continued)

Purpose: To update the Committee on the outcome of Internal Audit work carried out during quarters one and two of 2019-20.

- 8 **Exclusion of Press and Public**
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.

Part II

- 9 **Internal Audit – Interim Report 2019/20 (GE3638)** 75 - 104
Purpose: To update the Committee on the outcome of Internal Audit work carried out during quarters one and two of 2019-20.

Sarah Clarke
Head of Legal and 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.

