

Notice of Meeting



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Governance and Ethics Committee

Monday, 25th April, 2022 at 6.30 pm

in the 2nd Floor Meeting Area, Council Offices,
Market Street, Newbury

Note: This meeting can be streamed live here:

<https://www.westberks.gov.uk/governanceethicscommitteelive>

Date of despatch of Agenda: Wednesday 13th April 2022

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact Sadie Owen on 01635 519052

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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, 25 April 2022
(continued)

To: Councillors Thomas Marino (Chairman), Jeremy Cottam (Vice-Chairman), Jeff Beck, Rick Jones, Tony Linden, David Marsh, Geoff Mayes, Andy Moore, Biyi Oloko, Bill Graham and David Southgate

Substitutes: Councillors Adrian Abbs, Carlyne Culver, Owen Jeffery, Steve Masters, Graham Pask, Claire Rowles, Anne Budd and John Downe

Agenda

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1 Apologies To receive apologies for inability to attend the meeting (if any).	1 - 2
2 Minutes To approve as a correct record the Minutes of the meeting of this Committee held on 17 January 2022.	3 - 8
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 .	9 - 10
4 Forward Plan To consider the Forward Plan for the next 12 months.	11 - 12
5 Monitoring Officer's Annual Report to the Governance and Ethics Committee 2021/22 (C4198) The report provides 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.	13 - 26
6 Governance and Ethics Annual Report (C4152)	27 - 32



Agenda - Governance and Ethics Committee to be held on Monday, 25 April 2022

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The report provides an annual summary of the activities of the Governance & Ethics Committee for 2021-22 (excluding the April 2022 Governance & Ethics Committee meeting). The report is intended for Full Council to provide a summary of key areas that the Committee has considered during the Municipal Year 2021-22 as well as some of the actions and changes that have occurred due to the Committee's activities.

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| 7 | Internal Audit Update Report (GE4093)
To update the Committee on the outcome of Internal Audit work carried out during quarter three of 2021/22. | 33 - 44 |
| 8 | Internal Audit Plan 2022-2025 (GE4094)
The report sets out the proposed Internal Audit Work for the three year period from 2022/23 to 2024/25. | 45 - 88 |
| 9 | 2021/22 Year End Preparation (GE4211)
The report is to inform members of the accounting policies to be applied in the production of the Council's 2021/22 Financial Statements. It is also to propose changes to accounting policies to be adopted for the 2022/23 financial year, and to highlight changes to accounting policies arising from changes in activities and in respect of accounting standards issued, not yet adopted. | 89 - 110 |
| 10 | Draft Audit Findings for West Berkshire Council - Financial Year Ended 31 March 2021
Report to follow. | |
| 11 | Review of DLUHC finance and governance reports
The Department for Levelling Up, Housing and Communities (DLUHC), has considered eight requests from Councils for emergency capitalisation funding to support their budget position. The capitalisation request allows a Council to capitalise general revenue costs to fund day to day services, something not allowed under Local Government accounting regulations, due to them having an emergency need for funds to balance their budgets. The Government then undertook a series of external reviews at each Council. | 111 - 120 |
| 12 | Constitution Review Task Group Draft Work Programme | 121 - 122 |



Agenda - Governance and Ethics Committee to be held on Monday, 25 April 2022
(continued)

Sarah Clarke
Service Director: Strategy and Governance

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 Sadie Owen on telephone (01635) 519052.