

Notice of Meeting



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Governance Committee **Monday 26th June, 2023 at 6.30 pm**

in the Council Chamber, Council Offices,
Market Street, Newbury

Note: This meeting can be streamed live here: <https://www.westberks.gov.uk/governanceethicscommitteelive>

Date of despatch of Agenda: Friday 16 June 2023

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
e-mail: Sadie.Owen1@westberks.gov.uk

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 Committee to be held on Monday, 26 June 2023 (continued)

- To:** Councillors Erik Pattenden (Chairman), Howard Woollaston (Vice-Chairman), Dominic Boeck, Jeremy Cottam, Iain Cottingham, Owen Jeffery, David Marsh, Christopher Read, Louise Sturgess, Simon Carey, Bill Graham and David Southgate
- Substitutes:** Councillors Anne Budd, Dennis Benneyworth, Carolyne Culver, Paul Dick, Janine Lewis and Stephanie Steevenson
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Agenda

Part I

		Page No.
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 meetings of this Committee held on 20 March 2023 and 25 May 2023.	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 Purpose: to consider the Forward Plan for the next 12 months.	11 - 12
5	External Audit Findings Report for Financial Statements 2020/21 (GE4414)	13 - 56
6	Annual Governance Statement 2022-23 (GE4321) Purpose: the report sets out the Annual Governance Statement (AGS) for the Council for 2022-23 for approval. The AGS summarises the key governance issues for the Council and the action plan to address these. The AGS is required to be approved by those charged with governance, the Governance Committee at West Berkshire, under the Accounts and Audit Regulations 2015. The AGS will form part of the Council's financial statements and will be considered by the Council's external auditors, Grant Thornton as part of their annual audit for 2022-23.	57 - 76

Agenda - Governance Committee to be held on Monday, 26 June 2023 (continued)

- 7 **Local Code of Governance (GE4348)** 77 - 86
Purpose: to provide a Code of corporate governance to the Governance Committee to approve. The code is part of the overall system of internal control at the Council and supports the provision of the Annual Governance Statement (AGS) which is approved annually by the Governance Committee.
- 8 **Treasury Outturn Financial Year 2022/23 (EX4385)** 87 - 98
Purpose: the Chartered Institute of Public Finance and Accountancy's Treasury Management in the Public Services: Code of Practice (the CIPFA TM Code) requires the Council to approve both mid-year and annual treasury management reports. This report provides an overview of the treasury management activity for financial year 2022/23 as at 31st March 2023.
- 9 **Financial Statements 2022/23 Highlight Report and Going Concern Assessment (GE4386)** 99 - 126
Purpose: the report informs members of the key highlights from the draft 2022/23 financial statements and summarises management's assessment of the Council's ability to function as a going concern; this determination supporting the preparation of the Statement of Accounts for 2022/23.
- 10 **Internal Audit Plan 2023-2026 (GE4347)** 127 - 168
Purpose: the Public Sector Internal Audit Standards (PSIAS) require the Council's Audit Plan and Internal Audit Charter to be approved by those charged with governance within the Council. The purpose of this report is to set out a risk based plan of work for Internal Audit (IA) that will provide assurance to the Governance Committee on the operation of the Council's governance, risk management and internal control frameworks, and support the Committee's review of the Council's Annual Governance Statement.
- 11 **Review/Update to the Anti-Fraud Policy and Related Policies (GE4410)** 169 - 210
Purpose: the Council's policies covering Anti-Fraud and Corruption, Anti-Money Laundering and the Bribery Act were last reviewed/published in 2019, they are required to be reviewed every three years to ensure they reflect the most recent local government guidance and relevant legislation.



- 12 **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 paragraphs 3, 5 and 6 of Schedule 12A of the Local Government Act 1972 specified in brackets in the heading of each item.

Part II

- 13 **Risk Management Q4 2022/23 Report (GE4394)** 211 - 234
Purpose: to highlight the corporate risks (as at the end of March 2023) that need to be considered and to outline the actions that were being taken to mitigate those risks.

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.

