

Notice of Meeting



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Governance Committee

Monday 25th September 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 15 September 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, 25 September 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 26 June 2023.	3 - 10
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 .	11 - 12
4	Forward Plan Purpose: to consider the Forward Plan.	13 - 14
5	Monitoring Officer's Annual Report 2022/23 - Conduct and Ethics (C4412) Purpose: to provide an update on any local and national issues relating to ethical standards and to bring to the attention of Members a summary of complaints or other problems within West Berkshire.	15 - 26



Agenda - Governance Committee to be held on Monday, 25 September 2023 (continued)

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| 6 | Annual Report - Governance and Ethics Committee (C4323)
Purpose: the report is an annual summary of the activities of the Governance & Ethics Committee for the 2022-23 municipal year. The report is intended for Full Council to provide a summary of key areas that the Committee has considered during the Municipal Year 2022-23 as well as some of the actions and changes that have occurred due to the Committee's activities. | 27 - 32 |
| 7 | Internal Audit Update Report (G4430)
Purpose: to update the Committee on the status of Internal Audit work as at the end of quarter one 2023/24. | 33 - 44 |
| 8 | External Audit Annual Audit Report - 2020/21 (G4455)
APPENDICES A & C TO FOLLOW
Purpose: the report provides members with the final annual audit report provided by Grant Thornton in respect of their external review of the 2020/21 Financial Statements. | 45 - 54 |

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.

