

Notice of Meeting



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Governance Committee **Monday 29th January 2024 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 19 January 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, 29 January 2024 (continued)

To: Councillors Erik Pattenden (Chairman), Howard Woollaston (Vice-Chairman), Dominic Boeck, Jeremy Cottam, Laura Coyle, Owen Jeffery, David Marsh, Christopher Read, Louise Sturgess, Simon Carey and David Southgate

Substitutes: Councillors Anne Budd, Dennis Benneyworth, Carolyne Culver, Paul Dick, Janine Lewis and Stephanie Steevenson

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 meeting of this Committee held on 13 and 20 November 2023. Please note 13 November 2023 Minutes – REPORT TO FOLLOW	3 - 6
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 .	7 - 8
4	Forward Plan Purpose: to consider the Forward Plan for the next 12 months.	9 - 10
5	Internal Audit Update Report - Quarter Two 2023/24 (G4476) Purpose: to update the Committee on the status of Internal Audit work as at the end of Quarter Two 2023/24.	11 - 22

- 6 **Financial Year 2023/24 Mid Term Treasury Report (G4459)** 23 - 42
Purpose: the report has been written in accordance with the requirements of the Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management (revised 2021). One of the primary requirements of the Code is receipt by the full Council of a mid-year review report, measuring performance against the adopted annual Investment & Borrowing Strategy (I&B). The report satisfies the mid-year reporting requirement.
- 7 **Investment & Borrowing Strategy Financial Year 2024-25 (G4444) - REPORT TO FOLLOW**
- 8 **Risk Management Q2 2023/24 Report (G4470)** 43 - 64
Purpose: to highlight the corporate risks (as at the end of September 2023) that need to be considered by Corporate Board and Operations Board and to outline the actions that were being taken to mitigate those risks. In particular, to note a financial risk rated with the highest score (16) as a result of the aggregation of financial risks from a number of services. To note that one new risk was escalated and there were no risks de-escalated from the Corporate Risk Register.
- 9 **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. [Section 10 of Part 10 of the Constitution refers.](#)

Part II

10 **Risk Management Q2 2023/24 Report (G4470)** 65 - 104

(Paragraph 3 – information relating to financial/business affairs of particular person)

(Paragraph 5 – information relating to legal privilege)

(Paragraph 6 – information relating to proposed action to be taken by the Local Authority)

Purpose: to highlight the corporate risks (as at the end of September 2023) that need to be considered by Corporate Board and Operations Board and to outline the actions that were being taken to mitigate those risks. In particular, to note the risk about the *in year financial pressure as a result of inflation and increasing demand*, a financial risk rated with the highest score (16) as a result of the aggregation of financial risks from a number of services. To note that one new risk was escalated and there were no risks de-escalated from the Corporate Risk Register.

Sarah Clarke
Service Director: Strategy and Governance

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If you require this information in a different format or translation, please contact Sadie Owen on telephone (01635) 519052.

