

# Notice of Meeting

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## Governance Committee

**Tuesday 16th April 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: Monday 8 April 2024

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](mailto:Sadie.Owen1@westberks.gov.uk)

Further information and Minutes are also available on the Council's website at [www.westberks.gov.uk](http://www.westberks.gov.uk)



WestBerkshire  
C O U N C I L

## Agenda - Governance Committee to be held on Tuesday, 16 April 2024 (continued)

- To:** Councillors Erik Pattenden (Chairman), Howard Woollaston (Vice-Chairman), Dominic Boeck, Jeremy Cottam, Laura Coyle, Billy Drummond, Owen Jeffery, David Marsh, Christopher Read, Simon Carey 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	<b>Apologies</b> To receive apologies for inability to attend the meeting (if any).	1 - 2
2	<b>Minutes</b> To approve as a correct record the Minutes of the meeting of this Committee held on 29 January 2024.	3 - 6
3	<b>Declarations of Interest</b> 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' <a href="#">Code of Conduct</a> .	7 - 8
4	<b>Forward Plan</b> Purpose: to consider the Forward Plan for the next 12 months.	9 - 10
5	<b>Internal Audit Update Report - Quarter Three 2023/24 (G4486)</b> Purpose: to update the Committee on the status of Internal Audit work as at the end of quarter three 2023/24.	11 - 22
6	<b>Financial Year End 2023-24 Year End Planning Document (G4504)</b> Purpose: to inform Members of the accounting policies to be applied in the production of the Council's 2023/24 Financial Statements. It is also to confirm any amendments to these accounting policies arising from changes in operational activities and/or the impact of any new accounting standards issued.	23 - 42

**Agenda - Governance Committee to be held on Tuesday, 16 April 2024 (continued)**

- 7      **External Auditor's Interim Annual Report Financial Years 2021/22 and 2022/23 (G4535)**      43 - 74  
Purpose: the report provides members with the interim audit report provided by Grant Thornton in respect of financial years 2021/22 and 2022/23.
- 8      **CIPFA Financial Management Code**      75 - 96  
Purpose: the Council, through its Finance & Governance Group, has reviewed a self-assessment against the CIPFA FM code for the 2023-24 financial year. This self-assessment will likely be used by the Council's external auditors as part of their Value for Money work, but it is a helpful piece of work to undertake in its own right to highlight where the Council can improve and how it compares to the CIPFA FM code.

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.

