

Notice of Meeting



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Governance Committee

Tuesday 19 November 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 11 November 2024

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact Darius Zarazel on 01635519778
e-mail: Darius.Zarazel1@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 Tuesday 19 November 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 (Independent Member (Audit)), and David Southgate (Parish Council Representative)
- Substitutes:** Councillors Dennis Benneyworth, Carlyne Culver, Paul Dick, Janine Lewis, Stephanie Steevenson, and Anne Budd (Parish Council Representative)
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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 29 August 2024 (to follow) and 1 October 2024.	3 - 4
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 .	5 - 6
4	Forward Plan Purpose: To consider the Forward Plan for the next 12 months.	7 - 14
5	External Audit - 2021/22 and 2022/23 Audit Findings Report Purpose: To inform Members about the work of the External Auditor, Grant Thornton.	15 - 20
6	External Audit - 2021/22 and 2022/23 Disclaimers of Opinion Purpose: To inform Members about the work of the External Auditor, Grant Thornton.	21 - 28



Agenda - Governance Committee to be held on Tuesday 19 November 2024 (continued)

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| 7 | Letters of Representation - 2021/22 and 2022/23
Purpose: A requirement of the Code of Audit Practice is that a Letter of Representation accompanies the Statement of Account This report is copies of the two letters that will need to be signed. | 29 - 40 |
| 8 | External Audit - KPMG Value for Money Risk Assessment
Purpose: To inform Members about the work of the External Auditor, KPMG. | 41 - 52 |
| 9 | Internal Audit Annual Assurance Report 2023/24
Purpose: The Public Sector Internal Audit Standards (PSIAS) require the Audit Manager to make a formal annual report to those charged with governance within the Council. The report is required to include an opinion on the effectiveness of the Council's governance, risk management and internal control frameworks, which in turn supports the Council's Annual Governance Statement. | 53 - 70 |
| 10 | Internal Audit Update Report - Quarter One 2024/25
Purpose: To update the Committee on the status of Internal Audit work as at the end of quarter one 2024/25. | 71 - 82 |
| 11 | Draft Financial Statements 2023/24 and Going Concern Assessment
Purpose: This report is to inform Members of the key highlights from the draft 2023/24 financial statements and summarise management's assessment of the Council's ability to function as a going concern. | 83 - 100 |

Sarah Clarke.

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 Darius Zarazel on telephone (+44)1635 519778.

