

# Notice of Meeting



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## Governance Committee

**Tuesday 27 January 2026 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 19 January 2026

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact Gordon Oliver on 07827662991  
e-mail: [Gordon.Oliver1@westberks.gov.uk](mailto:Gordon.Oliver1@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)

**To:** Councillors Erik Pattenden (Chairman), Howard Woollaston (Vice-Chairman), Dominic Boeck, Jeremy Cottam, Laura Coyle, Carolyne Culver, Billy Drummond, Owen Jeffery, Stephanie Steevenson, Simon Carey and David Southgate

**Substitutes:** Councillors Anne Budd, Adrian Abbs, Dennis Benneyworth, Paul Dick, Janine Lewis and Alan Macro

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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 correct records the Minutes of the meetings of this Committee held on 30 September 2025 and 18 November 2025.	3 - 8
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> .	9 - 10
4	<b>Forward Plan</b> Purpose: To consider the Forward Plan for the next 12 months.	11 - 16
5	<b>Action Log</b> Purpose: To be informed about the actions taken from past meetings.	17 - 18
6	<b>KPMG: Draft Auditor's Annual Report (2024-25)</b> Purpose: To consider the Draft Auditor's Annual Report for the year ending 31 March 2025 from KPMG (external auditor).	19 - 98
7	<b>Internal Audit Update Report - Quarter Two 2025/26</b> Purpose: To update the Committee on the status of Internal Audit work as at the end of Quarter Two 2025/26.	99 - 122



## Agenda - Governance Committee to be held on Tuesday 27 January 2026 (continued)

8	<b>Treasury Management Mid-Year Review Report 2025/26</b>	123 - 148
	Purpose: To detail the changes in the elements that contribute to the overall performance of the treasury activities and what the impacts of those changes are expected to be, along with the results for the half year to September 2025.	
9	<b>Financial Year-End 2025-26 (Year-End Planning Document)</b>	149 - 174
	Purpose: To inform Members of the draft accounting policies to be applied in the production of the Council's 2025/26 Statement of Accounts. The report also confirms any amendments to the accounting policies arising from changes in operational activities and/or the impact of any new accounting standards issued.	
10	<b>Risk Management Q2 2025/26 Report - Part I</b>	175 - 184
	Purpose: To highlight the 16 corporate risks (as at the end of September 2025) that need to be considered by the committee and outline the actions that were being taken to mitigate those risks, in accordance with the <a href="#">West Berkshire Council Risk Management Strategy</a> and to call attention to changes observed in the Corporate Risk Register (CRR) during the reference period, more specifically, those related to a change in scoring or to the closure or inclusion of a risk in the register.	
11	<b>Exclusion of Press and Public</b>	
	<b>RECOMMENDATION:</b> 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. <a href="#">Section 10 of Part 10 of the Constitution refers.</a>	

## Part II

12	<b>Strategic Risk Register</b>	185 - 198
	(Paragraph 3 – information relating to financial/business affairs of particular person)	
	(Paragraph 5 – information relating to legal privilege)	
	(Paragraph 5 – information relating to proposed action to be taken by the Local Authority)	

**Agenda - Governance Committee to be held on Tuesday 27 January 2026 (continued)**

*Sarah Clarke .*

Sarah Clarke  
Executive Director - Resources

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 Gordon Oliver on telephone 07827662991.



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COUNCIL