


To: Councillor Williams (Chair)
Councillors G Dennis, Emberson, Gittings,
McGoldrick, Mitchell, Thompson and Yeo

Direct :
michael.popham@reading.gov.uk

19 September 2023

Your contact is: **Michael Popham - Democratic Services Manager**

NOTICE OF MEETING - AUDIT AND GOVERNANCE COMMITTEE 27 SEPTEMBER 2023

A meeting of the Audit and Governance Committee will be held on Wednesday, 27 September 2023 at 6.30 pm in the Council Chamber, Civic Offices, Reading. The Agenda for the meeting is set out below.

	<u>WARDS AFFECTED</u>	<u>Page No</u>
1. DECLARATIONS OF INTEREST		
2. MINUTES OF THE PREVIOUS MEETING HELD ON 20 JULY 2023		5 - 10
3. QUESTIONS		
4. EXTERNAL AUDITOR UPDATE	BOROUGH WIDE	11 - 82
A representative from the Council's External Auditor EY will present their draft Audit Results Report for the 2020/21 financial statements and provide an update with regard to planning for the audit of the following year's statements.		
5. CLOSING FINANCIAL ACCOUNTS UPDATE	BOROUGH WIDE	83 - 86
This report provides an update on the audit of the Council's Final Accounts for 2020/21 and seeks approval for them to be signed off by the Director of Finance, in consultation with the Chair of the Audit and Governance Committee.		
6. GOING CONCERN ASSESSMENT 2020/21	BOROUGH WIDE	87 - 98
This report provides the Director of Finance's assessment of the Council's "Going Concern" status for the purpose of the Statement of Accounts 2020/21.		

CIVIC OFFICES EMERGENCY EVACUATION: *If an alarm sounds, leave by the nearest fire exit quickly and calmly and assemble on the corner of Bridge Street and Fobney Street. You will be advised when it is safe to re-enter the building.*

7.	INTERNAL AUDIT QUARTERLY PROGRESS REPORT	BOROUGH WIDE	99 - 148
	This report provides an update on key findings emanating from Internal Audit reports issued since the last quarterly progress report.		
8.	DIRECT PAYMENTS: RESPONSE TO INTERNAL AUDIT RECOMMENDATIONS	BOROUGH WIDE	149 - 154
	To provide a response to an internal audit of Direct Payments, which identified some process weaknesses and made a series of recommendations to improve the service.		
9.	CIPFA PRACTICAL GUIDANCE FOR LOCAL AUTHORITIES ON AUDIT COMMITTEES	BOROUGH WIDE	155 - 178
	To consider the key points arising from the CIPFA Audit Committees: practical guidance for local authorities and police and the revised Audit & Governance Committee's terms of reference, prior to their onward submission to Council for approval.		
10.	REVIEW OF CONSTITUTION: CONTRACT PROCEDURE RULES	BOROUGH WIDE	179 - 200
	To consider the proposed updates to the Council's Contract Procedure Rules and recommend their adoption by Council.		
11.	STRATEGIC RISK REGISTER 2023/24	BOROUGH WIDE	201 - 230
	This report provides the latest update on the Strategic Risk Register 2023/24.		
12.	TREASURY MANAGEMENT REVIEW QUARTER 1 2023/24	BOROUGH WIDE	231 - 246
	This report provides an update on the activity of the Treasury Management function for the period 1 st April 2023 to 30 th June 2023.		
13.	2023/24 QUARTER 1 PERFORMANCE AND MONITORING REPORT	BOROUGH WIDE	247 - 330
	This report sets out the projected revenue and capital outturn positions for 2023/24 for both the General Fund and Housing Revenue Accounts as at the end of Quarter 1. The report also sets out performance against the measures of success published in the Council's Corporate Plan.		
14.	IMPLEMENTATION OF THE NEW FINANCE SYSTEM - PROGRESS UPDATE	BOROUGH WIDE	331 - 336

To receive a report providing an update on the implementation of the new Finance System.

15. ANNUAL GOVERNANCE STATEMENT 2022/23

**BOROUGH
WIDE 337 - 350**

To receive a report on the draft Annual Governance Statement for 2022/23 for publication with the Council's accounts.

16. INFORMATION GOVERNANCE QUARTERLY UPDATE

**BOROUGH
WIDE 351 - 356**

This report provides an update on the actions in progress to improve the Council's policies, systems and processes around Information Governance.

WEBCASTING NOTICE

Please note that this meeting may be filmed for live and/or subsequent broadcast via the Council's website. At the start of the meeting the Chair will confirm if all or part of the meeting is being filmed. You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during a webcast will be retained in accordance with the Council's published policy.

Members of the public seated in the public gallery will not ordinarily be filmed by the automated camera system. However, please be aware that by moving forward of the pillar, or in the unlikely event of a technical malfunction or other unforeseen circumstances, your image may be captured. **Therefore, by entering the meeting room, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes.**