



CHELTENHAM

BOROUGH COUNCIL

Notice of a meeting of Audit Committee

Wednesday, 21 March 2012
6.00 pm
Montpellier Room, Municipal Offices

Membership	
Councillors:	Andrew Wall (Chairman), Paul Massey (Vice-Chair), Rowena Hay, Robin MacDonald, Paul Wheeldon and Bernard Fisher

The Council has a substitution process and any substitutions will be announced at the meeting

Agenda

1.	APOLOGIES	
2.	DECLARATIONS OF INTEREST	
3.	MINUTES OF THE LAST MEETINGS 21 September 2011 and 11 January 2012 (meeting was adjourned).	(Pages 1 - 8)
4.	PUBLIC QUESTIONS These must be received no later than 10am on the fifth working day before the date of the meeting	
5.	ANNUAL AUDIT LETTER 2010-11 Report of KPMG	(Pages 9 - 16)
6.	FINANCIAL STATEMENTS AUDIT PLAN 2011-12 Report of KPMG	(Pages 17 - 38)
7.	CERTIFICATION OF GRANTS AND RETURNS 2010-11 Report of KPMG	(Pages 39 - 46)
8.	REVIEW RISK MANAGEMENT POLICY Report of the Corporate Governance, Risk and Compliance Officer	(Pages 47 - 76)
9.	REVISED CODE OF CORPORATE GOVERNANCE Report of the Corporate Governance, Risk and Compliance Officer	(Pages 77 - 98)

10.		INTERNAL AUDIT MONITORING REPORT Report of the Audit Partnership Manager	(Pages 99 - 112)
11.		ANNUAL INTERNAL AUDIT PLAN Report of the Audit Partnership Manager	(Pages 113 - 120)
12.		WORK PROGRAMME	(Pages 121 - 122)
13.		ANY OTHER ITEM THE CHAIRMAN DETERMINES TO BE URGENT AND REQUIRES A DECISION	
14.		DATE OF NEXT MEETING 20 June 2012	
		Briefing Notes (for information only) 1. Corporate advertising and sponsorship 2. Audit Committee self assessment 3. Corporate Governance Group	

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