



CHELTENHAM BOROUGH COUNCIL

Notice of a meeting of Audit Committee

**Wednesday, 9 January 2013
6.00 pm
Pittville Room, Municipal Offices**

Membership	
Councillors:	Paul Massey (Chair), Andrew Wall (Vice-Chair), Colin Hay, Rowena Hay, David Prince, Tim Harman and Pat Thornton

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 MEETING 19 September 2012	(Pages 1 - 14)
4.	PUBLIC QUESTIONS These must be received no later than 12 noon on the fourth working day before the date of the meeting	
5.	ANNUAL AUDIT FEE LETTER FOR 2012-13 AND ANNUAL AUDIT PLAN FOR 2013-14 (INCLUDING INTRODUCTION) Grant Thornton – new external auditors	(Pages 15 - 18)
6.	INTERNAL AUDIT MONITORING REPORT Update from the Head of Audit Cotswolds	(Pages 19 - 26)
7.	AUDIT CHARTER Report of the Head of Audit Cotswolds	(Pages 27 - 38)
8.	GOVERNANCE AND INTERNAL AUDIT ROLE Update from the Head of Audit Cotswolds	(Pages 39 - 46)
9.	COUNTER FRAUD, CORRUPTION AND BRIBERY POLICY AND PROCESS Report of the Corporate governance, risk and compliance officer	(Pages 47 - 68)

10.		WORK PROGRAMME	(Pages 69 - 70)
11.		ANY OTHER ITEM THE CHAIRMAN DETERMINES TO BE URGENT AND REQUIRES A DECISION	
12.		DATE OF NEXT MEETING 20 March 2013	

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