



CHEL TENHAM

BOROUGH COUNCIL

Notice of a meeting of Audit Committee

Wednesday, 25 September 2013
6.00 pm
Montpellier room, Municipal Offices

Membership	
Councillors:	Paul Massey (Chair), Andrew Chard (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 To approve the minutes of the last meeting held on 19 June 2013.	(Pages 1 - 8)
4.	PUBLIC QUESTIONS These must be received no later than 12 noon on the fourth working day before the date of the meeting	
5.	LEISURE & CULTURE TRUST GOVERNANCE Business Development Manager, Ken Dale – a presentation and discussion	
6.	INTERNAL AUDIT MONITORING REPORT Head of Audit Cotswolds, Rob Milford – for discussion	(Pages 9 - 18)
7.	REVIEW OF ANNUAL STATEMENT OF ACCOUNTS Finance Team – for decision	(Pages 19 - 150)
8.	AUDIT FINDINGS REPORT - ISA 260 (2012-13) Grant Thornton – for discussion	(Pages 151 - 188)
9.	FINANCIAL RESILIENCE REPORT (2012-13) Grant Thornton – for discussion	(Pages 189 - 220)

10.		GRANT CERTIFICATION WORK PLAN Grant Thornton – for discussion	(Pages 221 - 228)
11.		OFFICE OF SURVEILLANCE COMMISSIONERS - RIPA INSPECTION REPORT Corporate governance, risk and compliance officer, Bryan Parsons – for decision.	(Pages 229 - 282)
12.		WORK PROGRAMME To review the current programme.	(Pages 283 - 286)
13.		LOCAL GOVERNMENT ACT 1972-EXEMPT BUSINESS The Audit Committee is recommended to approve the following resolution :- “That in accordance with Section 100A(4) Local Government Act 1972 the public be excluded from the meeting for the remaining agenda items as it is likely that, in view of the nature of the business to be transacted or the nature of the proceedings, if members of the public are present there will be disclosed to them exempt information as defined in paragraph 3, Part (1) Schedule (12A) Local Government Act 1972, namely: Paragraph 3; Information relating to the financial or business affairs of any particular person (including the authority holding that information)	
14.		ICT NETWORK ISSUE Report of the Cabinet Member Corporate Services	(Pages 287 - 296)
15.		ANY OTHER ITEM THE CHAIRMAN DETERMINES TO BE URGENT AND REQUIRES A DECISION	
16.		DATE OF NEXT MEETING The next meeting has been set for 15 January 2014.	
17.		BRIEFING NOTES Grant Thornton – Briefing notes not on the agenda Audit update report	(Pages 297 - 308)

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