



CHELTENHAM

BOROUGH COUNCIL

Notice of a meeting of Audit Committee

Wednesday, 18 June 2014
6.00 pm
Pittville Room, Municipal Offices

Membership	
Councillors:	Matt Babbage, Flo Clucas, Colin Hay, Dan Murch, Chris Nelson (Vice-Chair), David Prince and Pat Thornton

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

Agenda

1.	ELECTION OF CHAIRMAN	
2.	APOLOGIES	
3.	DECLARATIONS OF INTEREST	
4.	MINUTES OF THE LAST MEETING To approve the minutes of the last meeting held on 26 March 2014	(Pages 1 - 8)
5.	PUBLIC QUESTIONS These must be received no later than 12 noon on the fourth working day before the date of the meeting	
	ITEMS REQUIRING A DECISION	
6.	APPOINTMENT OF INDEPENDENT MEMBERS TO THE AUDIT COMMITTEE Report of Director of Resources	(Pages 9 - 12)
7.	ANNUAL GOVERNANCE STATEMENT Report of the Governance, Risk and Compliance Officer	(Pages 13 - 38)
8.	AUDITING STANDARDS - COMMUNICATING WITH THE AUDIT COMMITTEE Report of Grant Thornton	(Pages 39 - 50)
	ITEMS FOR DISCUSSION	

9.		GOVERNANCE ARRANGEMENTS FOR LEISURE AND CULTURE TRUST Presentation by Ken Dale	
10.		AUDIT COMMITTEE UPDATE Grant Thornton	(Pages 51 - 62)
11.		AUDIT FEE LETTER 2014/15 Grant Thornton	(Pages 63 - 66)
12.		INTERNAL AUDIT OPINION - 2013/14 Internal Audit	(Pages 67 - 78)
13.		COUNTER FRAUD REPORT 2013-14 Internal Audit	(Pages 79 - 92)
14.		WORK PROGRAMME Review of the work programme for 2014/15	(Pages 93 - 96)
15.		ANY OTHER ITEM THE CHAIRMAN DETERMINES TO BE URGENT AND REQUIRES A DECISION	
16.		DATE OF NEXT MEETING	
		BRIEFING NOTES (not for discussion) A guide to local authority accounts	

Contact Officer: Saira Malin, Democracy Officer, 01242 775153
Email: democratic.services@cheltenham.gov.uk