



# CHEL TENHAM

## BOROUGH COUNCIL

### Notice of a meeting of Audit Committee

**Wednesday, 14 January 2015**  
**6.00 pm**  
**Pittville Room, Municipal Offices**

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

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

### Agenda

<b>1.</b>	<b>APOLOGIES</b> Councillor Flo Clucas	
<b>2.</b>	<b>DECLARATIONS OF INTEREST</b>	
<b>3.</b>	<b>MINUTES OF THE LAST MEETING</b> 11 December 2014	(Pages 1 - 10)
<b>4.</b>	<b>PUBLIC QUESTIONS</b> These must be received no later than 12 noon on the fourth working day before the date of the meeting	
<b>5.</b>	<b>AUDIT COMMITTEE UPDATE</b> Grant Thornton (no decision required)	(Pages 11 - 22)
<b>6.</b>	<b>ANNUAL AUDIT LETTER 2013-14</b> Grant Thornton (no decision required)	(Pages 23 - 28)
<b>7.</b>	<b>CERTIFICATION OF GRANTS AND RETURNS 2013-14</b> Grant Thornton (committee to consider report and make further recommendations as necessary)	(Pages 29 - 32)
<b>8.</b>	<b>ANNUAL GOVERNANCE STATEMENT - SIGNIFICANT ISSUES ACTION PLAN (MID-YEAR REVIEW)</b> Governance, Risk and Compliance Officer (see recommendations)	(Pages 33 - 40)
<b>9.</b>	<b>INTERNAL AUDIT MONITORING REPORT</b> Head of Audit Cotswolds (see recommendation)	(Pages 41 - 48)

10.		<b>COUNTER FRAUD UNIT - AN EVOLUTIONARY APPROACH</b> Manager of Audit Cotswolds (see recommendations)	(Pages 49 - 56)
11.		<b>WORK PROGRAMME</b>	(Pages 57 - 60)
12.		<b>ANY OTHER ITEM THE CHAIRMAN DETERMINES TO BE URGENT AND REQUIRES A DECISION</b>	
13.		<b>DATE OF NEXT MEETING</b> 25 March 2015 (extraordinary meeting has been provisionally arranged for 29 January 2015).	
		briefing notes - for information only <ul style="list-style-type: none"> <li>• Alternative delivery models (Grant Thornton)</li> <li>• Proposed work programme and scale of fees 2015-16 (Audit Commission)</li> </ul>	

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