



CHEL TENHAM

BOROUGH COUNCIL

Notice of a meeting of Audit Committee

Wednesday, 23 March 2016
6.00 pm
Pittville Room - Municipal Offices

Membership	
Councillors:	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

1.	APOLOGIES	
2.	DECLARATIONS OF INTEREST	
3.	MINUTES OF THE LAST MEETING 13 January 2016	(Pages 3 - 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.	AUDIT COMMITTEE UPDATE Grant Thornton (no decision required)	(Pages 9 - 26)
6.	AUDIT PLAN 2015-16 Grant Thornton (no decision required)	(Pages 27 - 50)
7.	ANNUAL INTERNAL AUDIT PLAN 2016-17 Audit Cotswolds (see recommendation)	(Pages 51 - 58)
8.	INTERNAL AUDIT MONITORING REPORT Audit Cotswolds (see recommendation)	(Pages 59 - 74)
9.	ANNUAL RISK MANAGEMENT REPORT AND POLICY REVIEW Corporate Governance, Risk and Compliance Officer (see recommendation)	(Pages 75 - 120)
10.	REVISED CODE OF CORPORATE GOVERNANCE Corporate Governance, Risk and Compliance Officer (see	(Pages 121 -

		recommendation)	140)
11.		REVIEW POLICY GUIDELINES AND NEW POLICY AND PROCEDURES FOR THE ACQUISITION OF COMMUNICATIONS DATA USING THE REGULATION OF INVESTIGATORY POWERS ACT 2000 (RIPA) Corporate Governance, Risk and Compliance Officer (see recommendations)	(Pages 141 - 212)
12.		2020 VISION - RESIDUAL CORPORATE SERVICES Corporate Governance, Risk and Compliance officer (no decision required)	(Pages 213 - 226)
13.		WORK PROGRAMME	(Pages 227 - 230)
14.		ANY OTHER ITEM THE CHAIRMAN DETERMINES TO BE URGENT AND REQUIRES A DECISION	
15.		LOCAL GOVERNMENT ACT 1972 - EXEMPT INFORMATION The 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 5, Part (1) Schedule (12A) Local Government Act 1972, namely: Paragraph 5; Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings	
16.		APPROVAL OF EXEMPT MINUTES 23 September 2015 (these were deferred from the last meeting as not all members had reviewed them prior to the last meeting).	(Pages 231 - 234)
17.		DATE OF NEXT MEETING 15 June 2016	
		Briefing notes (for information only) <ul style="list-style-type: none"> • Annual Governance Statement 	

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