



CHELTENHAM

BOROUGH COUNCIL

Notice of a meeting of Audit Committee

Wednesday, 11 January 2017
6.00 pm
Pittville Room - Municipal Offices

Membership	
Councillors:	Colin Hay (Chair), Steve Harvey (Vice-Chair), Matt Babbage, Paul McCloskey, John Payne, Dennis Parsons and David Willingham

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 21 September 2016	(Pages 3 - 16)
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 LETTER 2015-16 Grant Thornton (no decision required)	(Pages 17 - 32)
6.	CERTIFICATION OF GRANTS AND RETURNS 2015-16 Grant Thornton (no decision required)	(Pages 33 - 38)
7.	AUDIT COMMITTEE UPDATE Grant Thornton (no decision required)	(Pages 39 - 58)
8.	OFFICE OF SURVEILLANCE COMMISSIONERS - RIPA INSPECTION REPORT Corporate Governance, Risk and Compliance Officer (see recommendations)	(Pages 59 - 74)
9.	FUTURE PROVISION OF EXTERNAL AUDIT Section 151 Officer (see recommendation)	(Pages 75 - 86)
10.	COUNTER FRAUD UNIT UPDATE Counter Fraud Unit (see recommendation)	(Pages 87 - 96)

11.		INTERNAL AUDIT MONITORING REPORT Audit Cotswolds (see recommendation)	(Pages 97 - 118)
12.		WORK PROGRAMME	(Pages 119 - 122)
13.		ANY OTHER ITEM THE CHAIRMAN DETERMINES TO BE URGENT AND REQUIRES A DECISION	
14.		DATE OF NEXT MEETING 22 March 2017	
		BRIEFING NOTES (for information only)	
		<ul style="list-style-type: none"> • Purchase Order monitoring (6 month follow-up) 	

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