



CHELTENHAM

BOROUGH COUNCIL

Notice of a meeting of Audit, Compliance and Governance Committee

Wednesday, 22 January 2020
6.00 pm
Pittville Room - Municipal Offices

Membership	
Councillors:	Steve Harvey (Chair), David Willingham (Vice-Chair), Victoria Atherstone, Matt Babbage, Jonny Brownsteen, Jo Stafford and Tony Oliver

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 18 September 2019	(Pages 3 - 6)
4.	PUBLIC QUESTIONS These must be received no later than 12 noon on the fourth working day before the date of the meeting	
5.	CYBER SECURITY UPDATE Tony Oladejo, Audit and Compliance Manager / Data Protection Officer – Business Support Services	(Pages 7 - 12)
6.	AUDIT PROGRESS REPORT (Including Audit scope and additional work letter) Grant Thornton	(Pages 13 - 30)
7.	INTERNAL AUDIT MONITORING REPORT Lucy Cater, Assistant Director – SWAP Internal Audit Services	(Pages 31 - 76)
8.	REVISED RIPA (SURVEILLANCE AND CHIS) POLICY AND IPA (COMMUNICATIONS DATA) POLICY Emma Cathcart, Counter Fraud Manager	(Pages 77 - 128)

9.		WORK PROGRAMME	(Pages 129 - 130)
10.		ANY OTHER ITEM THE CHAIRMAN DETERMINES TO BE URGENT AND REQUIRES A DECISION	
11.		DATE OF NEXT MEETING 24 March 2020	

Contact Officer: Saira Malin, Democracy Officer, 01242 264130
Email: democratic.services@cheltenham.gov.uk