



CHELTENHAM

BOROUGH COUNCIL

Notice of a meeting of Audit, Compliance and Governance Committee

Wednesday, 20 April 2022
6.00 pm
Council Chamber - Municipal Offices

Membership	
Councillors:	David Willingham (Vice-Chair), Matt Babbage, Flo Clucas, John Payne, Richard Pineger, Jo Stafford and Paul McCloskey (Chair)

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

Important Notice

Filming, recording and broadcasting of council meetings

This meeting will be recorded by the council for live broadcast online at <http://www.cheltenham.gov.uk> and www.youtube.com/user/cheltenhamborough.

The Chair will confirm this at the start of the meeting.

If you make a representation to the meeting, you will be deemed to have consented to be filmed, and to the possible use of those images and sound recordings for broadcasting and/or training purposes.

Agenda

1.		APOLOGIES	
2.		DECLARATIONS OF INTEREST	
3.		MINUTES OF THE LAST MEETING To approve minutes of the meeting held on 12 January 2022.	(Pages 5 - 10)
4.		PUBLIC AND MEMBER QUESTIONS These must be received no later than 12 noon on the fourth working day before the date of the meeting	
5.		AUDIT PROGRESS REPORT AND SECTOR UPDATES Alex Walling, Grant Thornton	(Pages 11 - 28)
6.		EXTERNAL AUDIT PLAN TO 31 MARCH 2022 Alex Walling, Grant Thornton	(Pages 29 - 56)

7.		PROPOSED INTERNAL AUDIT PLAN 2022-23 Lucy Cater, Assistant Director, SWAP Internal Audit Services	(Pages 57 - 76)
8.		INTERNAL AUDIT PROGRESS REPORT Lucy Cater, Assistant Director, SWAP Internal Audit Services	(Pages 77 - 100)
9.		COUNTER FRAUD AND ENFORCEMENT UNIT REPORT Emma Cathcart, Head of Service, Counter Fraud and Enforcement Unit	(Pages 101 - 108)
10.		ANNUAL REVIEW OF CODE OF CORPORATE GOVERNANCE Darren Knight, Executive Director People and Change	(Pages 109 - 130)
11.		ANNUAL GOVERNANCE STATEMENT Ann Wolstencroft, Programme and Governance Manager	(Pages 131 - 150)
12.		APPROVAL OF REFRESHED WHISTLE-BLOWING POLICY Emma Cathcart, Head of Service, Counter Fraud and Enforcement Unit	(Pages 151 - 168)
13.		INFORMING THE EXTERNAL AUDIT RISK ASSESSMENT 2021/22 Gemma Bell, Head of Property, Finance and Assets	(Pages 169 - 206)
14.		REVIEW OF 2020/21 ACCOUNTING POLICIES Gemma Bell, Head of Property, Finance and Assets	(Pages 207 - 232)
15.		WORK PROGRAMME	(Pages 233 - 234)
16.		ANY OTHER ITEM THE CHAIRMAN DETERMINES TO BE URGENT AND REQUIRES A DECISION	
17.		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 ?, Part (1) Schedule (12A) Local Government Act 1972, namely: Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information);	

		Paragraph 7: Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.	
18.		EXEMPT MINUTES Exempt minutes of the meeting held on 12 January 2022.	(Pages 235 - 236)
19.		DATE OF NEXT MEETING Wednesday 13 July	

Contact Officer: Democratic Services, 01242 264130
Email: democratic.services@cheltenham.gov.uk