

# Cheltenham Borough Council Audit, Compliance and Governance Committee

**Meeting date:** 10 July 2024

**Meeting time:** 6.00 pm

**Meeting venue:** Council Chamber - Municipal Offices

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## **Membership:**

Councillors Adrian Bamford (Chair), Ashleigh Davies, Chris Day, Cathal Lynch, Ben Orme (Vice-Chair), Julian Tooke and Dr David Willingham

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## **Important notice – filming, recording and broadcasting of Council meetings**

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**Contact:** [democraticservices@cheltenham.gov.uk](mailto:democraticservices@cheltenham.gov.uk)

**Phone:** 01242 264 129

# Agenda

## **1 Apologies**

## **2 Declarations of interest**

## **3 Minutes of the last meeting (Pages 5 - 10)**

To consider the draft minutes of the meeting held on 17 April 2024.

## **4 Public and Member Questions**

These must be received no later than 12 noon on the seventh working day before the date of the meeting

## **5 Internal Audit Opinion for 2023-24 (Pages 11 - 46)**

Report of Assistant Director, SWAP Internal Audit Services

## **6 Information Requests Annual Report (Pages 47 - 56)**

Report of Interim Head of Customer Services and Business Support

## **7 Review of Risk Register and Corporate Risk Update (Pages 57 - 68)**

Report of Head of Corporate Services

## **8 Annual Governance Statement and Local Code of Corporate Governance (Pages 69 - 102)**

Report of Director of Governance and Customer Services (Monitoring Officer)

## **9 Work Programme (Pages 103 - 104)**

## **10 Any other item the chairman determines to be urgent and requires a decision**

## **11 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 paragraphs 3 and 7 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.

**12 Exempt Minutes of last meeting (Pages 105 - 106)**

To consider the draft exempt minutes of the meeting held on 17 April 2024.

**13 Date of next meeting**

The next meeting is scheduled for 25 September 2024.