

# Cheltenham Borough Council

## Audit, Compliance and Governance Committee

**Meeting date:** 28 January 2026

**Meeting time:** 6.00 pm

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

---

### **Membership:**

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

---

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

This meeting will be recorded by the council for live broadcast online at [www.cheltenham.gov.uk](http://www.cheltenham.gov.uk) and <https://www.youtube.com/@cheltenhambc/streams>. The Chair will confirm this at the start of the meeting.

If you participate in the meeting, you consent to being filmed and to the possible use of those images and sound recordings for broadcasting and/or training purposes.

If you have any questions on the issue of filming/recording of meetings, please contact Democratic Services.

---

**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 - 12)**

## **4 Internal Audit Update Report (Pages 13 - 30)**

Report of Lucy Cater, Assistant Director, South West Audit Partnership (SWAP)

## **5 Annual Governance Statement Action Plan Progress Update (Pages 31 - 36)**

Report of Claire Hughes, Director of Governance, Housing and Communities

## **6 Briefing Note: Review of Risk Register (Pages 37 - 42)**

Margaret Anderson, Interim Governance, Risk and Assurance Officer

## **7 Work Programme (Pages 43 - 44)**

Agenda items for the next two meetings

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

## **9 Date of next meeting**

- Monday 23 February, 6.00pm – additional meeting
- Wednesday 22 April, 6.00pm

## **10 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

**11 Exempt Minutes of the last meeting (Pages 45 - 46)**

**12 ICT Security Update (Pages 47 - 54)**

Report of John Chorlton, Chief Technology Officer, Publica