

# Cheltenham Borough Council

**Council – 13 October 2025**

## **Audit, Compliance and Governance Annual Report May 2024-April 25**

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**Accountable member:**

Councillor Adrian Bamford, Chair of Audit, Compliance and Governance Committee

**Accountable officer:**

Paul Jones, Deputy Chief Executive (S151 Officer)

**Ward(s) affected:**

n/a

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**Key Decision:** No

**Executive summary:**

The Audit, Compliance and Governance Committee provides a broad-based audit role across all areas of the authority, while promoting and ensuring effective internal control and independent assurance mechanisms

The purpose of the Annual Report 2024-25 is to summarise the work undertaken by the committee during the previous municipal year - complying with current best practice for audit committees - and demonstrate that it has fulfilled its terms of reference. Sharing a summary of its activities and achievements serves as a useful reminder of the role of the committee in providing assurance about the council's governance, risk management and financial and business controls.

Members of Audit, Compliance and Governance Committee have endorsed the annual report via email and welcome the opportunity for Council to consider the report and give its views on the success or otherwise of the audit arrangements.

**Recommendation: That Council:**

- **notes the Audit, Compliance and Governance Annual Report 2024-25**

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## **1. Implications**

### **1.1 Financial, Property and Asset implications**

There are no direct financial implications from this report.

**Signed off by:** Jon Whitlock – Head of Finance (Deputy S151 Officer)  
[jon.whitlock@cheltenham.gov.uk](mailto:jon.whitlock@cheltenham.gov.uk)

### **1.2 Legal implications**

There are no legal implications in relation to the recommendation of this report.

**Signed off by:** One Legal, [legalservices@onelegal.org.uk](mailto:legalservices@onelegal.org.uk)

### **1.3 Environmental and climate change implications**

There are no environmental or climate change implications in relation to this report.

**Signed off by:** Maizy McCann, Climate Officer  
[maizymccann@cheltenham.gov.uk](mailto:maizymccann@cheltenham.gov.uk)

### **1.4 Corporate Plan Priorities**

This report contributes to the following Corporate Plan Priorities: Securing our future

- Reducing inequalities, supporting better outcomes
- Taking care of your money

### **1.5 Equality, Diversity and Inclusion Implications**

No implications – see Appendix 2.

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## **2 Background**

2.1 Not applicable

## **3 Reasons for recommendations**

3.1 Not applicable

## **4 Alternative options considered**

4.1 Not applicable

## **5 Consultation and feedback**

5.1 Not applicable

## **6 Key risks**

6.1 Not applicable.

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### **Report author:**

Judith Baker, Democracy Officer, [judith.baker@cheltenham.gov.uk](mailto:judith.baker@cheltenham.gov.uk)

### **Appendices:**

- i. Equality Impact Assessment – Screening
- ii. Audit, Compliance and Governance Annual Report

### **Background information:**

None.

### **Appendices:**

- i. Equality Impact Assessment
- ii. Audit, Compliance and Governance Annual Report

## Appendix i: Equality Impact Assessment (Screening)

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### 1. Identify the policy, project, function or service change

#### a. Person responsible for this Equality Impact Assessment

Officer responsible: Bev Thomas	Service Area:
Title: Democratic Services Team Leader	Date of assessment: 17.09.2025
Signature: B Thomas	

#### b. Is this a policy, function, strategy, service change or project?

Function

If other, please specify: Annual Report

#### c. Name of the policy, function, strategy, service change or project

Is this new or existing?	Already exists and is being reviewed
Please specify reason for change or development of policy, function, strategy, service change or project	

#### d. What are the aims, objectives and intended outcomes and who is likely to benefit from it?

Aims:	To report to Council on the activities of the Audit, Compliance and Governance Committee for 2024-25
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Objectives:	To enable Members to understand the role of the committee and assess whether it is meeting its objectives
Outcomes:	To add value to the council's programme of work
Benefits:	Cross-party working

e. What are the expected impacts?	
Are there any aspects, including how it is delivered or accessed, that could have an impact on the lives of people, including employees and customers.	No
Do you expect the impacts to be positive or negative?	No impact expected
Please provide an explanation for your answer:	

**If your answer to question e identified potential positive or negative impacts, or you are unsure about the impact, then you should carry out a Stage Two Equality Impact Assessment.**

f. Identify next steps as appropriate	
Stage Two required	No

Owner of Stage Two assessment	
Completion date for Stage Two assessment	