

16 September 2014

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|------------------------|------------------------------|
| <b>Committee</b>       | Audit                        |
| <b>Date</b>            | Wednesday, 24 September 2014 |
| <b>Time of Meeting</b> | 2:00 pm                      |
| <b>Venue</b>           | Committee Room 1             |

**ALL MEMBERS OF THE COMMITTEE ARE REQUESTED TO ATTEND**



**for Sara J Freckleton  
Borough Solicitor**

## **Agenda**

### **1. ANNOUNCEMENTS**

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the visitors' car park at the front of the building and await further instructions (staff should proceed to their usual assembly point). Please do not re-enter the building unless instructed to do so.

In the event of a fire any person with a disability should be assisted in leaving the building.

### **2. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

To receive apologies for absence and advise of any substitutions.



| Item   | Page(s)   |
|--|-----------|
| <b>3. DECLARATIONS OF INTEREST</b>   |           |
| Pursuant to the adoption by the Council on 26 June 2012 of the Tewkesbury Borough Council Code of Conduct, effective from 1 July 2012, as set out in Minute No. CL.34, Members are invited to declare any interest they may have in the business set out on the Agenda to which the approved Code applies. |           |
| <b>4. MINUTES</b>  | 1 - 10    |
| To approve the Minutes of the meeting held on 25 June 2014.  |           |
| <b>5. GRANT THORNTON AUDIT FINDINGS 2013/14</b>  | 11 - 45   |
| To consider Grant Thornton's audit findings 2013/14.   |           |
| <b>6. LETTER OF REPRESENTATION</b>   | 46 - 48   |
| To consider the S.151 Officer's Letter of Representation on the closure of the accounts for the year ended 31 March 2014.  |           |
| <b>7. STATEMENT OF ACCOUNTS 2013/14</b>  | 49 - 164  |
| To approve the Statement of Accounts 2013/14.  |           |
| <b>8. PUBLIC SERVICES NETWORK COMPLIANCE</b>   | 165 - 168 |
| To consider the information provided and to agree that a further report be brought back to a future meeting of the Committee in order to provide an update on the re-assessment process and results.   |           |
| <b>9. HOUSING BENEFIT FRAUD</b>  | 169 - 171 |
| To consider the report and make recommendations where appropriate.   |           |
| <b>10. INTERNAL AUDIT PLAN MONITORING REPORT</b>   | 172 - 222 |
| To consider the Internal Audit work undertaken and the assurance given on the adequacy of internal controls operating in the systems audited for the period April to August 2014.  |           |

**DATE OF NEXT MEETING**  
**WEDNESDAY, 10 DECEMBER 2014**  
**COUNCILLORS CONSTITUTING COMMITTEE**

Councillors: R E Allen (Vice-Chairman), Mrs K J Berry, Mrs J E Day, M Dean (Chairman), A C Tugwell and D J Waters

The Council has a substitution procedure and any substitutions will be announced at the beginning of the meeting.

