

2 December 2014

Committee	Audit
Date	Wednesday, 10 December 2014
Time of Meeting	2:00 pm
Venue	Committee Room 1

ALL MEMBERS OF THE COMMITTEE ARE REQUESTED TO ATTEND



**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)
3.	DECLARATIONS OF INTEREST	
	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.	
4.	MINUTES	1 - 9
	To approve the Minutes of the meeting held on 24 September 2014	
5.	GRANT THORNTON PROGRESS REPORT	10 - 20
	To consider the external auditor's report on progress against planned outputs.	
6.	ANNUAL AUDIT LETTER 2013/14	21 - 26
	To consider Grant Thornton's Annual Audit Letter 2013/14.	
7.	PROTECTING THE PUBLIC PURSE - FRAUD BRIEFING 2014	27 - 38
	To consider the Audit Commission's fraud briefing for Tewkesbury Borough Council.	
8.	INTERNAL AUDIT PLAN MONITORING REPORT	39 - 77
	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 September to November 2014.	
9.	FLOOD GRANT AUDIT	78 - 85
	To consider the progress which has been made in relation to the recommendations arising from the flood grant audit.	
10.	NATIONAL FRAUD INITIATIVE DATA MATCHING	86 - 89
	To consider the outcomes from the Council Tax and Electoral Registration data matching exercise 2012/13.	
11.	LOCAL GOVERNMENT TRANSPARENCY CODE 2014	90 - 95
	To consider the requirements of the Local Government Transparency Code 2014 and to approve the actions taken to ensure compliance.	
12.	REGULATION OF INVESTIGATORY POWERS (RIPA)	96 - 108
	To consider the findings and recommendations within the Office of Surveillance Commissioners' report following the inspection on 3 February 2014 regarding the Council's arrangements for the use of RIPA.	

	Item	Page(s)
13.	MONITORING OF SIGNIFICANT GOVERNANCE ISSUES	109 - 114
	To consider the monitoring report on the Significant Governance Issues identified in the Annual Governance Statement and to review progress against the actions.	
14.	CORPORATE RISK REGISTER	115 - 121
	To consider the risk register and the risks contained within it.	

DATE OF NEXT MEETING

WEDNESDAY, 18 MARCH 2015

COUNCILLORS CONSTITUTING COMMITTEE

Councillors: R E Allen (Vice-Chairman), Mrs K J Berry, Mrs J E Day, M Dean (Chairman), Mrs S E Hillier-Richardson, 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.