

22 September 2015

Committee	Audit
Date	Wednesday, 30 September 2015
Time of Meeting	2:00 pm
Venue	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)
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 - 11
	To approve the Minutes of the meeting held on 24 June 2015.	
5.	GRANT THORNTON AUDIT FINDINGS 2014/15	12 - 45
	To consider Grant Thornton's audit findings 2014/15.	
6.	LETTER OF REPRESENTATION	46 - 48
	To consider the S.151 Officer's Letter of Representation on the closure of the accounts for the year ended 31 March 2015.	
7.	STATEMENT OF ACCOUNTS 2014/15	49 - 147
	To approve the Statement of Accounts 2014/15.	
8.	PROSECUTION POLICY FOR THE COUNCIL TAX REDUCTION SCHEME	148 - 163
	To recommend to the Executive Committee that the revised Prosecution Policy for the Council Tax Reduction Scheme be approved.	
9.	INTERNAL AUDIT PLAN MONITORING REPORT	164 - 204
	To consider the audit work undertaken and the assurance given on the adequacy of internal controls operating in the systems audited for the period April to August 2015.	
10.	ICT ASSET INVENTORY AUDIT	205 - 210
	To consider the progress which has been made in implementing the Internal Audit recommendations to improve the control over ICT assets.	
11.	HEATH AND SAFETY - RISK ASSESSMENTS AUDIT	To Follow
	To consider the progress which has been made in relation to the recommendations arising from the risk assessments audit.	

12. CORPORATE RISK REGISTER

211 - 220

To consider the Risk Register and the risks contained within it.

DATE OF NEXT MEETING**WEDNESDAY, 16 DECEMBER 2015****COUNCILLORS CONSTITUTING COMMITTEE**

Councillors: K J Cromwell, A J Evans, R Furolo (Chairman), Mrs P A Godwin, B C J Hesketh, Mrs S E Hillier-Richardson and Mrs H C McLain (Vice-Chairman)

Substitution Arrangements

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

Recording of Meetings

Please be aware that the proceedings of this meeting may be recorded and this may include recording of persons seated in the public gallery or speaking at the meeting. Please notify the Democratic Services Officer if you have any objections to this practice and the Chairman will take reasonable steps to ensure that any request not to be recorded is complied with.

Any recording must take place in such a way as to ensure that the view of Councillors, Officers, the public and press is not obstructed. The use of flash photography and/or additional lighting will not be allowed unless this has been discussed and agreed in advance of the meeting.