

13 September 2016

Committee	Audit
Date	Wednesday, 21 September 2016
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 - 10
To approve the Minutes of the meeting held on 22 June 2016.	
5. AUDIT COMMITTEE WORK PROGRAMME	11 - 17
To consider the Audit Committee's Work Programme.	
6. GRANT THORNTON AUDIT FINDINGS	18 - 54
To consider Grant Thornton's audit findings 2015/16.	
7. LETTER OF REPRESENTATION	55 - 57
To consider the S.151 Officer's Letter of Representation on the closure of the accounts for the year ended 31 March 2016.	
8. STATEMENT OF ACCOUNTS 2015/16	58 - 163
To approve the Statement of Accounts 2015/16.	
9. INTERNAL AUDIT PLAN MONITORING REPORT	164 - 185
To consider the Internal Audit work undertaken and the assurance given on the adequacy of internal controls operating in the systems audited.	
10. ANTI-FRAUD AND CORRUPTION POLICY	186 - 205
To recommend to the Executive Committee the approval of the updated Anti-Fraud and Corruption Policy.	
11. WHISTLEBLOWING POLICY	206 - 219
To recommend to Executive Committee that the updated Whistleblowing Policy be approved, subject to any minor amendments as a result of consultation with the GO Shared Service partnership (GOSS).	
12. REGULATION OF INVESTIGATORY POWERS ACT 2000	220 - 248
To endorse the Regulation of Investigatory Powers Act 2000 Procedural Guide and to approve the Social Media Policy.	

DATE OF NEXT MEETING
WEDNESDAY, 14 DECEMBER 2016
COUNCILLORS CONSTITUTING COMMITTEE

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

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.