

4 December 2018

Committee	Audit
Date	Wednesday, 12 December 2018
Time of Meeting	2:00 pm
Venue	Tewkesbury Borough Council Offices, Severn Room

ALL MEMBERS OF THE COMMITTEE ARE REQUESTED TO ATTEND

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.

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.



	Item	Page(s)
4.	MINUTES To approve the Minutes of the meeting held on 19 September 2018.	1 - 7
5.	AUDIT COMMITTEE WORK PROGRAMME To consider the Audit Committee Work Programme.	8 - 14
6.	EXTERNAL AUDITOR'S PROGRESS REPORT To consider the external auditor's report on progress against planned outputs.	15 - 26
7.	COUNTER FRAUD UNIT REPORT To consider the six monthly update from the Counter Fraud Unit.	27 - 32
8.	LOCAL AUTHORITY SERIOUS AND ORGANISED CRIME CHECKLIST To consider the completed Serious and Organised Crime Checklist and the action plan arising from the checklist.	33 - 54
9.	INTERNAL AUDIT MONITORING REPORT To consider the Internal Audit work undertaken and the assurance given on the adequacy of internal controls operating in the systems audited.	55 - 83
10.	RISK MANAGEMENT STRATEGY AND CORPORATE RISK REGISTER To consider the updated Risk Management Strategy and recommend it to the Executive Committee for approval; and to consider the risks and mitigating controls within the corporate risk register.	84 - 112
11.	MONITORING OF SIGNIFICANT GOVERNANCE ISSUES To consider the monitoring report on the Significant Governance Issues identified in the Annual Governance Statement and to review progress against the actions.	113 - 120

DATE OF NEXT MEETING
WEDNESDAY, 27 MARCH 2019
COUNCILLORS CONSTITUTING COMMITTEE

Councillors: G F Blackwell, K J Cromwell, P A Godwin, B C J Hesketh, S E Hillier-Richardson, H C McLain (Chair) and V D Smith (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

In accordance with the Openness of Local Government Bodies Regulations 2014, 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.