

21 July 2020

Committee Audit and Governance Committee

Date Wednesday, 29 July 2020

Time of Meeting 2:00 pm

This is a remote meeting in accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Members of the public will be able to view this meeting whilst it is in session by clicking on the link that will be available on the [Agenda publication](#) page immediately prior to the commencement of the meeting.

Agenda

1. ANNOUNCEMENTS

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.

4. MINUTES

1 - 7

To approve the Minutes of the meeting held on 22 January 2020.



	Item	Page(s)
5.	AUDIT AND GOVERNANCE COMMITTEE WORK PROGRAMME To consider the Audit and Governance Committee Work Programme.	8 - 15
6.	STATEMENT OF ACCOUNTING POLICIES To approve the accounting policies to be used to prepare the 2019/20 financial statements.	16 - 36
7.	COUNTER FRAUD UNIT REPORT To consider the annual update on the work of the Counter Fraud Team.	37 - 45
8.	LOCAL AUTHORITY SERIOUS AND ORGANISED CRIME CHECKLIST To consider the updated checklist and progress made against the action plan.	46 - 61
9.	INTERNAL AUDIT UPDATE To receive an update on the impact of COVID-19 on the Internal Audit team.	62 - 66
10.	INTERNAL AUDIT PLAN MONITORING REPORT To consider the internal audit work undertaken and the assurance given on the adequacy of internal controls operating in the systems audited.	67 - 86
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.	87 - 92

DATE OF NEXT MEETING
WEDNESDAY, 23 SEPTEMBER 2020
COUNCILLORS CONSTITUTING COMMITTEE

Councillors: C M Cody, L A Gerrard, P A Godwin, D W Gray, H C McLain (Vice-Chair), P D McLain, H S Munro, P E Smith and V D Smith (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.