



Audit and Governance Committee

Meeting: Monday, 16th March 2015 at 6.30 pm in Civic Suite, North Warehouse, The Docks, Gloucester, GL1 2EP

Membership:	Cllrs. Wilson (Chair), Hobbs (Vice-Chair), Llewellyn, Noakes, Haigh, McLellan and Taylor
Contact:	Lucy Hamilton Democratic and Electoral Services Officer 01452 396192 lucyh@gloucester.gov.uk

AGENDA	
1.	APOLOGIES To receive any apologies for absence.
2.	DECLARATIONS OF INTEREST To receive from Members, declarations of the existence of any disclosable pecuniary, or non-pecuniary, interests and the nature of those interests in relation to any agenda item. Please see Agenda Notes.
3.	MINUTES (Pages 7 - 14) To approve as a correct record the minutes of the meeting held on 19 January 2015.
4.	PUBLIC QUESTION TIME (15 MINUTES) To receive any questions from members of the public provided that a question does not relate to: <ul style="list-style-type: none"> • Matters which are the subject of current or pending legal proceedings, or • Matters relating to employees or former employees of the Council or comments in respect of individual Council Officers
5.	PETITIONS AND DEPUTATIONS (15 MINUTES) To receive any petitions and deputations provided that no such petition or deputation is in relation to: <ul style="list-style-type: none"> • Matters relating to individual Council Officers, or • Matters relating to current or pending legal proceedings
6.	AUDIT AND GOVERNANCE COMMITTEE ACTION PLAN (Pages 15 - 18) To consider the Action Plan.

7.	KPMG EXTERNAL AUDIT PLAN / ANNUAL AUDIT FEE To consider a report from KPMG. PLEASE NOTE: This report will be published as a supplement to the agenda when it is available.
8.	INTERNAL AUDIT PLAN- MONITORING REPORT (Pages 19 - 30) To consider a report from the Audit, Risk and Assurance Manager which informs Members of the audits completed as part of the original and revised Internal Audit Plan 2014/15.
9.	INTERNAL AUDIT ANNUAL PLAN (Pages 31 - 38) To consider a report from the Audit, Risk and Assurance Manager which informs members of the Internal Audit Plan 2015/16.
10.	REVIEW OF ANTI- FRAUD AND CORRUPTION POLICIES (Pages 39 - 72) To consider a report from the Audit, Risk and Assurance Manager which seeks Members approval for revisions to the Anti- Fraud and Corruption policies the Council has in place.
11.	TREASURY MANAGEMENT STRATEGY (Pages 73 - 106) To consider a report from the Head of Finance which details the Treasury Management Strategy.
12.	TREASURY MANAGEMENT QUARTER 3 REPORT (Pages 107 - 120) To consider a report from the Head of Finance which informs Members of the Council's performance in Quarter 3.
13.	AUDIT AND GOVERNANCE COMMITTEE WORK PROGRAMME (Pages 121 - 122) To consider the Committee's Work Programme.
14.	STRATEGIC RISK REGISTER (Pages 123 - 142) To consider the report of the Audit, Risk Management and Value for Money Officer which details the Strategic Risk Register for Members consideration. PLEASE NOTE: Appendix 2 contains exempt material as defined in paragraph 3 and 7 of Part 1 of Schedule 12A to the Local Government Act 1972 as amended. If Members wish to discuss material contained within Appendix 2 it will be necessary to notify the Chair to enable a resolution to be passed to exclude the press and public.
15.	DATE OF NEXT MEETING Monday, 22 June 2015 at 6:30pm.

M. Shields

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Martin Shields
Corporate Director of Services and Neighbourhoods

Date of Publication: Friday, 6 March 2015

NOTES

Disclosable Pecuniary Interests

The duties to register, disclose and not to participate in respect of any matter in which a member has a Disclosable Pecuniary Interest are set out in Chapter 7 of the Localism Act 2011.

Disclosable pecuniary interests are defined in the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 as follows –

<u>Interest</u>	<u>Prescribed description</u>
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	Any payment or provision of any other financial benefit (other than from the Council) made or provided within the previous 12 months (up to and including the date of notification of the interest) in respect of any expenses incurred by you carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract which is made between you, your spouse or civil partner or person with whom you are living as a spouse or civil partner (or a body in which you or they have a beneficial interest) and the Council (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged
Land	Any beneficial interest in land which is within the Council's area. For this purpose "land" includes an easement, servitude, interest or right in or over land which does not carry with it a right for you, your spouse, civil partner or person with whom you are living as a spouse or civil partner (alone or jointly with another) to occupy the land or to receive income.
Licences	Any licence (alone or jointly with others) to occupy land in the Council's area for a month or longer.
Corporate tenancies	Any tenancy where (to your knowledge) – (a) the landlord is the Council; and (b) the tenant is a body in which you, your spouse or civil partner or a person you are living with as a spouse or civil partner has a beneficial interest
Securities	Any beneficial interest in securities of a body where – (a) that body (to your knowledge) has a place of business or land in the Council's area and (b) either – i. The total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or ii. If the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you, your spouse or civil partner or person with

whom you are living as a spouse or civil partner has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

For this purpose, “securities” means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

NOTE: the requirements in respect of the registration and disclosure of Disclosable Pecuniary Interests and withdrawing from participating in respect of any matter where you have a Disclosable Pecuniary Interest apply to your interests and those of your spouse or civil partner or person with whom you are living as a spouse or civil partner where you are aware of their interest.

Access to Information

Agendas and reports can be viewed on the Gloucester City Council website: www.gloucester.gov.uk and are available to view five working days prior to the meeting date.

For further details and enquiries about this meeting please contact Lucy Hamilton, 01452 396192, lucyh@gloucester.gov.uk.

For general enquiries about Gloucester City Council’s meetings please contact Democratic Services, 01452 396126, democratic.services@gloucester.gov.uk.

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- Do not stop to collect personal belongings;
- Once you are outside, please do not wait immediately next to the building; gather at the assembly point in the car park and await further instructions;
- Do not re-enter the building until told by a member of staff or the fire brigade that it is safe to do so.