

Committee: **Accounts, Audit and Risk Committee**
Date: **Wednesday 20 January 2010**
Time: **6.30 pm**
Venue **Bodicote House, Bodicote, Banbury, OX15 4AA**

Membership

Councillor John Donaldson (Chairman)	Councillor Trevor Stevens (Vice-Chairman)
Councillor Ken Atack	Councillor Simon Holland
Councillor Devena Rae	Councillor Lawrie Stratford
Councillor Rose Stratford	Councillor Barry Wood

AGENDA

1. Apologies for Absence and Notification of Substitute Members

2. Declarations of Interest

Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

3. Petitions and Requests to Address the Meeting

The Chairman to report on any requests to submit petitions or to address the meeting.

4. Urgent Business

The Chairman to advise whether they have agreed to any item of urgent business being admitted to the agenda.

5. Minutes (Pages 1 - 6)

To confirm as a correct record the Minutes of the meeting of the Committee held on 14 December 2009.

6. Serious Incident Review Follow-Up (Pages 7 - 28)

Report of Head of Customer Service and Information Systems

Summary

To follow up on the recommendations made by the committee at its meeting on 23 September 2009.

Recommendations

The Accounts, Audit and Risk Committee is recommended to:

- (1) Note the updates to recommendations 1, 2 and 5.
- (2) Note that Internal audit are currently undertaking a review of project management and serious incident management (recommendations 3 and 4) across the council, and will provide a verbal update to the meeting.
- (3) Ask the Member/Officer review group being established as a result of the decision by the Executive in December 2009, to include out of hours and standby provision as part of its remit.
- (4) Note the findings of an Internal Audit review of arrangements in ICT as follow up to their February 2009 report on the original incident (taking place 11 and 12 January 2010).

7. Internal Audit Progress Report (Pages 29 - 42)

Report of Chief Internal Auditor

Summary

This report provides the Committee with an update of the work of Internal Audit since the last meeting and the revisions made to our 2009/10 audit plan.

Recommendations

The Accounts, Audit and Risk Committee is recommended to:

- (1) Consider and approve this report.

8. Proposals for Internal Audit Plan 2010/2011 (Pages 43 - 56)

Report of Chief Internal Auditor

Summary

This report provides the Committee with a first draft of the proposed 2010/11 internal audit plan

Recommendations

The Accounts, Audit and Risk Committee is recommended to:

- (1) Consider and approve this report.

9. Overview of Treasury Management Performance Quarter 3 (Pages 57 - 64)

Report of Head of Finance

Summary

This report details the actual return on investments for the period to December 2009, details the counterparties that have been used for investments and considers compliance with the investment strategy.

Appendix 2 to this report is exempt from publication by virtue of paragraph 3 of Schedule 12A of Local Government Act 1972.

Recommendations

The Accounts, Audit and Risk Committee is recommended to:

- (1) Note the contents of the report and performance to date.
- (2) Note the update on the procurement process.

10. Verbal Updates

- a) Future Management of Risk and Insurance Management ~ Head of Finance
- b) International Financial Reporting Standards (IFRS) Update ~ Technical Accountant

11. Exclusion of the Press and Public

The following item contains exempt information as defined in the following paragraphs of Part 1, Schedule 12A of the Local Government Act 1972.

3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information).

Members are reminded that whilst the following item has been marked as exempt, it is for the meeting to decide whether or not to consider each of them in private or in public. In making the decision, members should balance the interests of individuals or the Council itself in having access to the information. In considering their discretion members should also be mindful of the advice of Council Officers.

Should Members decide not to make a decision in public, they are recommended to pass the following recommendation:

“That, in accordance with Section 100A(4) of Local Government Act 1972, the press and public be excluded from the meeting for the following items of business, on the

grounds that they could involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1, Schedule 12A of that Act.”

12. Overview of Treasury Management Performance - Exempt Annex 2
(Pages 65 - 66)

Information about this Agenda

Apologies for Absence

Apologies for absence should be notified to democracy@cherwell-dc.gov.uk or (01295) 221589 prior to the start of the meeting.

Declarations of Interest

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item. The definition of personal and prejudicial interests is set out in Part 5 Section A of the constitution. The Democratic Support Officer will have a copy available for inspection at all meetings.

Personal Interest: Members must declare the interest but may stay in the room, debate and vote on the issue.

Prejudicial Interest: Member must withdraw from the meeting room and should inform the Chairman accordingly.

With the exception of the some very specific circumstances, a Member with a personal interest also has a prejudicial interest if it is one which a Member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Member’s judgement of the public interest.

Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

Queries Regarding this Agenda

Please contact Natasha Clark, Legal and Democratic Services natasha.clark@cherwell-dc.gov.uk (01295) 221589

Mary Harpley
Chief Executive

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