

Committee: Accounts, Audit and Risk Committee
Date: Wednesday 17 December 2008
Time: 6.30 pm
Venue: Bodicote House, Bodicote, Banbury, OX15 4AA

Membership

Councillor Ken Atack (Chairman)	Councillor Timothy Hallchurch MBE (Vice-Chairman)	
Councillor John Donaldson	Councillor George Parish	Councillor Lawrie
Councillor Simon Holland	Councillor Devena Rae	Stratford
Councillor Alastair Milne Home	Councillor Trevor Stevens	Councillor Rose
		Stratford

Substitutes Any member from the relevant political group

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 - 5)

To confirm as a correct record the Minutes of the meeting of the Committee held on 27 October 2008.

6. **External Audit Report** (Pages 6 - 27)

** please note the report on Final Accounts 2007/8 is to follow**
Report of Strategic Director – Customer Service and Resources

Summary

The external auditor will provide Members of the Committee with reports on:-
Opinion Audit 2007/08; and Use of Resources 2007/08

Recommendations

The Committee is Recommended to consider and accept Final Accounts Report 2007/08;
and the Use of Resources Report 2007/08

7. **Internal Audit Summary Report** (Pages 28 - 39)

Report of Interim Chief Internal Auditor

Summary

The purpose of this report is to provide the Committee with a report summarising progress
made against the internal audit plan for 2008/09 which is being presented to this meeting
for approval.

Recommendations

The Accounts, Audit and Risk Committee is **RECOMMENDED** to consider this progress
report and to make any comment that it considers necessary.

8. **Review of Strategic Risks** (Pages 40 - 49)

Report of Strategic Director – Customer Service and Resources and Head of Exchequer

Summary

To update the Committee on the management of the Council's Strategic Risks in
accordance with the approved rolling reporting Cycle.

Recommendations

The Accounts, Audit and Risk Committee is **RECOMMENDED** to:
consider and approve the reports relating to the management of the strategic risks in Cycle
2 and F01.0398 from Cycle 3 , set out in section 5.3 of this report, reporting any concerns
arising to the Executive.

9. **Risk Management Strategy** (Pages 50 - 54)

Report of Strategic Director – Customer Service and Resources and Head of Exchequer

Summary

To provide Members of the Accounts, Audit and Risk Committee with an updated Risk
Management Strategy for the Council for 2009 -2010.

Recommendations

The Accounts and Audit Committee is **RECOMMENDED** to endorse the updated Risk
Management Strategy and to recommend it to the Executive for adoption.

10. The Council's Risk Management Working Group (RMWG) (Pages 55 - 60)

Report of Strategic Director – Customer Service and Resources and Head of Exchequer

Summary

To update the Committee on the progress being made by the Risk Management Working Group (RMWG).

Recommendations

The Accounts, Audit and Risk Committee is **RECOMMENDED TO:** consider and approve the report relating to the embedding work of the Risk Management Working Group, reporting any concerns arising to the Executive.

11. Verbal Updates

- a) Internal Audit Tender Process and Closedown Planning Update – Chief Accountant to report
- b) Overview and Scrutiny – Chairman to report
- c) Accounts, Audit and Risk Committee member Training – Chairman to report

Information about this Agenda

Apologies for Absence

Apologies for absence should be notified to democracy@cherwell-dc.gov.uk or 01295 221587 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 James Doble, Legal and Democratic Services james.doble@cherwell-dc.gov.uk
(01295 221587)

Mary Harpley
Chief Executive

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