

Committee: Accounts, Audit and Risk Committee
Date: Thursday 26 March 2015
Time: 6.30 pm
Venue: Bodicote House, Bodicote, Banbury, OX15 4AA

Membership

Councillor Mike Kerford-Byrnes (Chairman)	Councillor Dan Sames (Vice-Chairman)
Councillor Ray Jelf	Councillor Nicholas Mawer
Councillor Barry Richards	Councillor Lawrie Stratford
Councillor Douglas Williamson	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 - 4)**

To confirm as a correct record the Minutes of the meeting of the Committee held on 21 January 2015.

6. Chairman's Announcements

To receive communications from the Chairman.

7. External Audit: Annual Audit Plan 2014-15 and Local Government Sector Briefing (Pages 5 - 44)

Report of Head of Finance and Procurement

Purpose of report

To receive Ernst Young's report setting out external audit's Annual Audit Plan for the financial year 2014-15.

Recommendations

The meeting is recommended:

1.1 To note the contents of Ernst Young report.

8. Internal Audit - Progress Report 2014-15 and Draft Internal Audit Plan 2015-16 (Pages 45 - 78)

Report of Head of Finance and Procurement

Purpose of report

To receive PwC's progress report summarising their internal audit work to date and to receive the Draft Internal Audit Plan for next year.

Recommendations

The meeting is recommended:

1.1 To note the contents of the 2014-15 progress report.

1.2 To note the details of the 2015-16 Draft Internal Audit Plan.

9. Closedown Update 2014-15 (Pages 79 - 90)

Report of Head of Finance and Procurement

Purpose of report

To inform members of the progress under which the Council prepares its annual Statement of Accounts together with the summary timetable for production.

Recommendations

The Accounts, Audit and Risk Committee is recommended:

- 1.1 To approve the closedown timetable summary as set out in Appendix 1.
- 1.2 To approve the response to external audit's request for management assurances from Those Charged With Governance in Appendix 2.

10. Third Quarter Risk Review (Pages 91 - 108)

Report of Head of Transformation and Acting Corporate Performance Manager.

Purpose of report

To update the Committee on the management of Strategic, Corporate and Partnership Risks during the third quarter of 2014/15 and highlight any emerging issues for consideration.

Recommendations

The meeting is recommended:

- 1.1 Review the second quarter Strategic, Corporate and Partnership Risk Register and identify any issues for further consideration.

11. Corporate Fraud Team (Pages 109 - 142)

Report of Head of Finance and Procurement

Purpose of report

To provide members of Accounts, Audit and Risk Committee with an introduction to the new joint Corporate Fraud team including the team's business plan for 2015-2016 and to ask members to consider and endorse the joint Whistleblowing and Anti-Fraud and Corruption policies which have recently been reviewed.

Recommendations

The meeting is recommended:

- 1.1 To note the contents of the report.
- 1.2 To consider and endorse some minor changes to the joint Anti-Fraud and Corruption Policy (appendix 2)
- 1.3 To consider and endorse some minor changes to the joint Whistleblowing Policy (appendix 3).

12. **Work Programme 2015-2016** (Pages 143 - 144)

The note the Committee's work programme.

Councillors are requested to collect any post from their pigeon hole in the Members Room at the end of the meeting.

Information about this Meeting

Apologies for Absence

Apologies for absence should be notified to democracy@cherwellandsouthnorthants.gov.uk or 01295 221554 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.

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.

Evacuation Procedure

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

Access to Meetings

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named below, giving as much notice as possible before the meeting.

Mobile Phones

Please ensure that any device is switched to silent operation or switched off.

Queries Regarding this Agenda

Please contact Sharon Hickson, Democratic and Elections
sharon.hickson@cherwellandsouthnorthants.gov.uk, 01295 221554

Sue Smith
Chief Executive

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