

Committee: Accounts, Audit and Risk Committee
Date: Wednesday 2 December 2015
Time: 6.30 pm
Venue: Bodicote House, Bodicote, Banbury, OX15 4AA

Membership

Councillor Mike Kerford-Byrnes (Chairman)
Councillor Colin Clarke
Councillor Nicholas Mawer
Councillor Lawrie Stratford

Councillor Rose Stratford (Vice-Chairman)
Councillor Ray Jelf
Councillor Barry Richards
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**

** Please note the minutes will follow for administrative reasons **

To confirm as a correct record the Minutes of the meeting of the Committee held on 23 September 2015 and the special meeting held on 9 October 2015.

6. Chairman's Announcements

To receive communications from the Chairman.

7. External Audit: Annual Audit Letter 2014-15 (Pages 1 - 16)

Report of the Head of Finance and Procurement

Purpose of report

To allow Members to consider the Ernst and Young LLP Annual Audit Letter. This includes comments on the external audit of the 2014-15 Statement of Accounts.

Recommendations

The Accounts, Audit and Risk Committee is recommended to:

- 1.1 Consider the key issues raised in the Letter

8. Internal Audit - Progress Report 2015-16 (Pages 17 - 30)

Report of the Head of Finance and Procurement

Purpose of report

To receive the PwC Internal Audit progress report 2015-16.

Recommendations

The meeting is recommended to:

- 1.1 Consider and note the contents of the Progress Report.

9. Second Quarter Risk Review 2015-16 and Update on Development of Risk & Opportunities Management Strategy (Pages 31 - 46)

Report of Head of Transformation

Purpose of report

To update the Committee on the management of Strategic, Corporate and Partnership risks during the second quarter of 2015/16 and to report the progress made on the 2015/16 Risk & Opportunities Management Strategy review, Risk Training programme and 2015 Risk Audit.

Recommendations

The meeting is recommended to:

- 1.1 review the quarter 2 Strategic, Corporate and Partnership Risk Register and identify any issues for further consideration or referral to Executive.
- 1.2 note that there has been a decrease in scores to one shared risk.
- 1.3 note the progress made on the 2015/16 Risk and Opportunities Management Strategy review, the Risk Training Programme and the 2015 Risk Audit.

10. Q2 Treasury Management Report (Pages 47 - 52)

Report of the Head of Finance and Procurement

Purpose of report

To receive information on treasury management performance and compliance with treasury management policy for 2015/16 for Quarter 2 as required by the Treasury Management Code of Practice.

Recommendations

The meeting is recommended:

- 1.1 To note the contents of the Quarter 2 (Q2) Treasury Report

11. Work Programme 2015-16 (Pages 53 - 54)

To note the work programme 2015-16.

12. Exclusion of the Press and Public

The following item contains exempt information as defined in the following paragraph of Part 1, Schedule 12A of 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 it 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 resolve as follows:

“That under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that, if the public and press were present, it would be likely that exempt information falling under the provisions of Schedule 12A, Part I, Paragraph 3 would be disclosed to them, and that in all the circumstances of the case, the public interest

in maintaining the exemption outweighs the public interest in disclosing the information.”

13. **Q2 Treasury Management Report - Exempt Appendix** (Pages 55 - 56)

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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