

Committee: Accounts, Audit and Risk Committee
Date: Thursday 30 June 2016
Time: 6.30 pm
Venue: Bodicote House, Bodicote, Banbury, OX15 4AA

Membership

Councillor Mike Kerford-Byrnes (Chairman)	Councillor Ian Corkin (Vice-Chairman)
Councillor Hugo Brown	Councillor Sean Gaul
Councillor Nigel Randall	Councillor Barry Richards
Councillor Tom Wallis	Councillor Sean Woodcock

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 23 March 2016 and 17 May 2016.

6. Chairman's Announcements

To receive communications from the Chairman.

7. External Audit: Progress Update 2015/16 (Pages 7 - 24)

Report of Chief Finance Officer

Purpose of report

To receive Ernst Young's report briefing on Value for Money audit – Code of Audit Practice 2015 and Council Annual fee letter 2016/17.

Recommendations

The meeting is recommended:

- 1.1 To note the briefing on Value for Money audit – Code of Audit Practice 2015 and Council Annual fee letter 2016/17 from Ernst Young.

8. External Audit Letter to the Committee (Pages 25 - 34)

Report of Chief Finance Officer

Purpose of report

To inform members of the response to the Ernst Young letter to the Chairman of this Committee.

Recommendations

The meeting is recommended:

- 1.1 To approve the response to external audit's request for management assurances from Those Charged With Governance (Appendix 1).

9. Internal Audit - Annual Report for 2015/16, Progress Report 2016/17 and Internal Audit Charter (Pages 35 - 80)

Report of Chief Finance Officer

Purpose of report

To receive PwC's annual report for 2015/16 and progress report summarising their internal audit work for 2015/16 and for 2016/17 to date and the Internal Audit Charter.

Recommendations

The meeting is recommended:

- 1.1 To note the 2015/16 annual report.

1.2 To note the 2016/17 progress report.

1.3 To note the Internal Audit Charter.

10. Corporate Fraud Team Update (Pages 81 - 140)

Report of Chief Finance Officer

Purpose of report

To provide members of Accounts, Audit and Risk Committee with an update on the joint Corporate Fraud team including an end of year report for 2015-2016 and a new business plan for 2016-2017 and to ask members to endorse the joint Whistleblowing and Anti-Fraud and Anti-Corruption Policies which have been reviewed and to endorse the new Fraud Response Plan Policy.

Recommendations

The meeting is recommended:

1.1 To note the contents of the report including the end of year report and the new business plan for 2016-2017.

1.2 To endorse the policy changes and the new Fraud Response Plan.

11. Fourth Quarter Risk Review 2015/16 and 2016/17 Shared Risk & Opportunities Management Strategy (Pages 141 - 178)

Report of Director - Strategy and Commissioning

Purpose of report

To update the Committee on the management of Strategic, Corporate and Partnership risks during the fourth and final quarter of 2015/16; to present the 2016/17 Risk & Opportunities Management Strategy review; and to provide an update on the Risk Training programme.

Recommendations

The meeting is recommended:

1.1 To review the quarter four Strategic, Corporate and Partnership Risk Register and identify any issues for further consideration or referral to Executive.

1.2 To note the revised Risk and Opportunities Management Strategy for 2016/17.

12. Q4 Treasury Management Report (Pages 179 - 184)

** Please note the appendices to this report are exempt. Exempt Appendix 2 will follow as it is currently being reviewed and finalised **

Report of Chief Finance Officer

Purpose of report

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

Recommendations

The meeting is recommended:

1.1 To note the contents of the final Quarter Treasury Management Report.

1.2 To note the contents of the Icelandic redemption (exempt Appendix 2).

13. Annual Governance Statement 2015/16 (Pages 185 - 188)

**Appendix 1 to this report will follow as it is currently being reviewed and finalised **

Report of the Chief Finance Officer

Purpose of report

To report the Annual Governance Statement. The Annual Governance Statement will be considered at the same time as the Statement of Accounts for 2015/16.

Recommendations

The Committee is recommended:

1.1 to consider and endorse the Annual Governance Statement 2015/16 (Appendix 1 to follow).

14. Statement of Accounts 2015/16

** The report and appendices for this item will follow as they are currently being reviewed and finalised **

Report of Chief Finance Officer

Purpose of report

To consider and endorse the pre-audit Statement of Accounts for 2015-16.

15. Review of Committee Work Programme (Pages 189 - 190)

To review and note the Committee Work Programme.

16. Exclusion of Press and Public

The following reports contain 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(s) have 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 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 items 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.”

17. Q4 Treasury Management Report - Exempt Appendix 1 and 2 (Pages 191 - 192)

** Exempt Appendix 2 will follow as it is currently being reviewed and finalised **

18. Finance Improvement Plan - Update (Pages 193 - 196)

** The appendix to this report will follow as it is currently being reviewed and finalised **

Exempt Report of Chief Finance Officer

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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