

Committee: Accounts, Audit and Risk Committee
Date: Wednesday 22 March 2017
Time: 6.30 pm
Venue: Bodicote House, Bodicote, Banbury, OX15 4AA

Membership

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

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. Appointment of Chairman for the Remainder of the Municipal Year 2016/17

Following the resignation of Councillor Kerford-Byrnes as Chairman of the Committee at the last meeting, it is necessary to appoint a Chairman for the remainder of the municipal year 2016/17.

In the event the current Vice-Chairman is appointed Chairman it will be necessary to appoint a new Vice-Chairman.

Please note the Democratic and Elections Officer will preside over this item.

4. **Petitions and Requests to Address the Meeting**

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

5. **Urgent Business**

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

6. **Minutes** (Pages 1 - 4)

To confirm as a correct record the Minutes of the meeting of the Committee held on 25 January 2017.

7. **Chairman's Announcements**

To receive communications from the Chairman.

8. **External Audit: Certification of Claims 2015/16 and Annual Audit Plan 2016/17**
(Pages 5 - 36)

Report of the Chief Finance Officer

Purpose of report

To receive Ernst & Young LLP's report setting out the External Audit Plan for the financial year 2016/17 and their report on the certification of grant claims for 2015/16.

Recommendation

The meeting is recommended to:

1.1 Note the External Audit Plan for 2016/17.

1.2 Note the Certification of Claims for 2015/16.

9. **Internal Audit - Progress Report 2016/17, Internal Audit Plan 2017/18 and Internal Audit Charter** (Pages 37 - 58)

** Please note Appendix 1 is to follow as it is currently being reviewed and finalised**

Report of the Chief Finance Officer

Purpose of report

To receive PwC's progress report summarising their internal audit work to date. To approve the Strategic Internal Audit Plan 2017/18 to 2019/20, the Operational Internal Audit Plan for 2017/18 and the Internal Audit Charter.

Recommendation

The meeting is recommended to:

- 1.1 Note the contents of the 2016/17 progress report from PwC.
- 1.2 Approve the Strategic Internal Audit Plan for 2017/18 to 2019/20.
- 1.3 Approve the 2017/18 Operational Internal Audit Plan.
- 1.4 Approve the Internal Audit Charter.

10. Quarter Three Risk Review 2016-17 (Pages 59 - 82)

Report of Director - Strategy and Commissioning

Purpose of report

To update the Committee on the management of Strategic, Corporate and Partnership risks during the third quarter of 2016/17.

Recommendation

The meeting is recommended to:

- 1.1 Review the full Strategic, Corporate and Partnership Risk Register for 2016/17 and identify any issues for further consideration or referral to Executive.
- 1.2 Note the risk exceptions highlighted and proposed actions.

11. Housing Benefit Subsidy (Pages 83 - 86)

** Please note Appendix A is to follow as it is currently being reviewed and finalised**

Report of Chief Finance Officer

Purpose of report

To provide members of Accounts, Audit and Risk Committee with an update on the recent Housing Benefit subsidy audit and the resulting actions that have been taken.

Recommendations

The meeting is recommended:

- 1.1 To note the contents of the report and Appendix A (to follow).

12. Q3 Treasury Management Report (Pages 87 - 92)

Purpose of report

To receive information on treasury management performance and compliance with treasury management policy for 2016/17 as required by the Treasury Management Code of Practice.

Recommendation

The meeting is recommended:

1.1 To note the contents of the third quarter (Q3) Treasury Management Report

13. Accounts Closedown Update

Verbal update by Chief Finance Officer

14. Work Programme (Pages 93 - 94)

To consider and review the Work Programme.

15. 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.”

16. Appendix 1 - Q3 Cherwell TM report December 31st 2016 (Pages 95 - 96)

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 227956 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 Aaron Hetherington, Democratic and Elections
aaron.hetherington@cherwellandsouthnorthants.gov.uk, 01295 227956

Ian Davies
Interim Head of Paid Service

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