

## **Cherwell District Council**

### **Accounts, Audit and Risk Committee**

Minutes of a meeting of the Accounts, Audit and Risk Committee held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 22 March 2017 at 6.30 pm

Present:

Councillor Ian Corkin (Vice-Chairman)

Councillor Hugo Brown  
Councillor Sean Gaul  
Councillor Mike Kerford-Byrnes  
Councillor Nicholas Mawer  
Councillor Barry Richards  
Councillor Tom Wallis  
Councillor Sean Woodcock

Also Present: Councillor Ken Atack  
Councillor Barry Wood

Officers: Paul Sutton, Chief Finance Officer / Section 151 Officer  
Sanjay Sharma, Interim Head of Finance / Deputy Section 151 Officer  
Aaron Hetherington, Democratic and Elections Officer  
Steve Bladen, Manager, Ernst Young (External Audit)  
Chris Dickens, Chief Internal Auditor, Internal Audit, PwC  
Tim Ridout, Assistant Director of Internal Audit

#### 60 **Declarations of Interest**

Members made the following general declarations of interest:

Councillor Ian Corkin, declaration, as a board member of Graven Hill Village Development Company.

#### 61 **Appointment of Chairman for the Remainder of the Municipal Year 2016/17**

##### **Resolved**

- (1) That Councillor Ian Corkin be appointed for the remainder of the Municipal year 2016/17.

(The Democratic and Elections Officer presided over the appointment of the Chairman. The Vice-Chairman having been appointed Chairman, it was

subsequently necessary to appoint a new Vice-Chairman for the remainder of the municipal year 2016/17)

- (2) That Councillor Hugo Brown be appointed Vice-Chairman for the remainder of the Municipal year 2016/17.

62 **Petitions and Requests to Address the Meeting**

There were no petitions or requests to address the meeting.

63 **Urgent Business**

There were no items of urgent business.

64 **Minutes**

The Minutes of the meeting of the Committee held on 25 January 2017 were agreed as a correct record and signed by the Chairman.

65 **Chairman's Announcements**

There were no Chairman's announcements.

66 **External Audit: Certification of Claims 2015/16 and Annual Audit Plan 2016/17**

The Chief Finance Officer submitted a report to receive Ernst & Youngs 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

**Resolved**

- (1) That the External Audit Plan for 2016/17 be noted.
- (2) That the Certification of Claims for 2015/16 be noted.

67 **Internal Audit - Progress Report 2016/17, Internal Audit Plan 2017/18 and Internal Audit Charter**

The Chief Finance Officer submitted a report which presented to receive PwC's progress summarising their internal audit work to date. The report also sought approval of the Strategic Internal Audit Plan 2017/18 to 2019/20, the Operational Internal Audit Plan for 2017/18 and the Internal Audit Charter.

**Resolved**

- (1) That the contents of the 2016/17 progress report from PwC be noted.

- (2) That the Strategic Internal Audit Plan for 2017/18 to 2019/20 be approved.
- (3) That the 2017/18 Operational Internal Audit Plan be approved.
- (4) That the Internal Audit Charter be approved.

68 **Quarter Three Risk Review 2016-17**

The Director of Strategy and Commissioning submitted a report to update the Committee on the management of Strategic, Corporate and Partnership risks during the third quarter of 2016/17.

**Resolved**

- (1) That, having given due consideration, the Full Strategic, Corporate and Partnership Risk Register for 2016/17 be noted.
- (2) That the risk exceptions highlighted and proposed actions be noted.

69 **Housing Benefit Subsidy**

The Chief Finance Officer submitted a report to provide members of the Accounts Audit and Risk Committee with an update on the recent Housing Benefit subsidy audit and the resulting actions that have been taken.

**Resolved**

- (1) That the contents of the report be noted.

70 **Q3 Treasury Management Report**

The Chief Finance Officer submitted a report to provide members information on treasury management performance and compliance with treasury management policy for 2016/17 as required by the Treasury Management Code of Practice.

**Resolved**

- (1) That the contents of the third quarter (Q3) Treasury Management Report be noted.

71 **Accounts Closedown Update**

The Chief Finance Officer provided a verbal update on the accounts closedown.

**Resolved**

- (1) That the Verbal update be noted.

72 **Work Programme**

The Committee considered its work programme for 2016/17.

**Resolved**

- (1) That the work programme be noted.

73 **Exclusion of Press and Public**

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.

74 **Appendix 1 - Q3 Cherwell TM report December 31st 2016**

**Resolved**

- (1) That the exempt appendix be noted.

The meeting ended at 8.20 pm

Chairman:

Date: