

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 13 March 2019 at 6.30 pm

Present: Councillor Mike Kerford-Byrnes (Chairman)

Councillor Hannah Banfield
Councillor Hugo Brown
Councillor Nicholas Mawer
Councillor Tom Wallis
Councillor Sean Woodcock

Also Present: Anand Persaud, Audit Manager, CW Audit Services

Apologies for absence: Councillor Sean Gaul
Councillor Ian Corkin

Officers: Adele Taylor, Executive Director: Finance and Governance (Interim) & Section 151 Officer
Aaron Hetherington, Democratic and Elections Officer
Mandy Anderson, Financial Analyst
Belinda Green, Joint Revenue and Benefits Manager - CSN Resources
Richard Webb, Assistant Director: Regulatory Services and Community Safety
Hedd Vaughan Evans, Assistant Director Performance and Transformation

60 Declarations of Interest

There were no declarations of interest.

61 Petitions and Requests to Address the Meeting

There were no petitions or requests to address the meeting.

62 Minutes

The Minutes of the meeting of the Committee held on 13 March 2019 were agreed as a correct record and signed by the Chairman.

63 **Chairman's Announcements**

There were no Chairman's announcements.

64 **Housing Benefit Subsidy**

The Executive Director: Finance and Governance (Interim) submitted a report to provide members of this Committee with an update on the Housing Benefit subsidy claim audit for the financial year 2017-2018.

Resolved

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

65 **Housing Benefit and Council Tax Reduction Risk Based Verification Policy**

The Executive Director: Finance and Governance (Interim) submitted a report to provide members of this Committee with an update on the Risk Based Verification (RBV) module which was agreed by members of the Accounts Audit and Risk Committee in June 2017 and was introduced for Housing Benefit and Council Tax Reduction new claims from November 2017, and to seek approval for some minor changes to the RBV policy.

Resolved

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

(2) That the changes to the RBV policy for 2019-2020 be approved

66 **Internal Audit Update 2018/19**

The Executive Director: Finance and Governance (Interim) submitted a report to receive CW Audit Services update report for 2018/19.

Resolved

(1) That the contents of the 2018/19 internal audit progress report from CW Audit Service be noted.

67 **Internal Audit Plan 2019/20**

The Executive Director: Finance and Governance (Interim) submitted a report which presented the CW Audit Internal audit plan for 2019/20.

Resolved

- (1) That the contents of the 2019/20 Internal Audit Plan from CW Audit be noted.

68 **External Audit Progress Update**

The Executive Director: Finance and Governance (Interim) gave a verbal update on work being undertaken by external audit.

Resolved

- (1) That the verbal update on the External Audit progress be noted.

69 **Monthly Performance, Risk and Finance Monitoring Report - December 2018**

The Executive Director: Finance and Governance (Interim) and Assistant Director: Performance and Transformation submitted a report which summarised the Council's Performance, Risk and Finance monitoring position as at the end of each month.

Resolved

- (1) That the monthly Performance, Risk and Finance Monitoring Report be noted.
- (2) That the Leadership Risk Register be noted.

70 **Treasury Management Report - January 2019**

The Executive Director: Finance and Governance (Interim) submitted a report which presented information on treasury management performance and compliance with treasury management policy for 2018/19 as required by the Treasury Management Code of Practice.

Resolved

- (1) That the contents of the January 2019 Treasury Management Report be noted.

71 **Work Programme**

The Committee considered its work programme.

Resolved

- (1) That the work programme be noted.

72 **Urgent Business**

There were no items of urgent business.

73 **Exclusion of Press and Public**

Resolved

That under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following item(s) 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 **Treasury Management Report - January 2019 - Exempt Appendix**

Resolved

(1) That the exempt appendix be noted.

The meeting ended at 8.00 pm

Chairman:

Date: