



Committee: Accounts, Audit and Risk Committee

Date: Wednesday 17 March 2021

Time: 6.30 pm

Venue: Virtual meeting

Membership

**Councillor Mike Kerford-
Byrnes (Chairman)**

Councillor Hannah Banfield
Councillor Conrad Copeland
Councillor Tom Wallis

Councillor Hugo Brown (Vice-Chairman)

Councillor Nathan Bignell
Councillor Nicholas Mawer
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. Minutes (Pages 5 - 8)

To confirm as a correct record the Minutes of the meeting of the Committee held on 20 January 2021.

5. Chairman's Announcements

To receive communications from the Chairman.

6. **Urgent Business**

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

7. **Monthly Performance, Risk and Finance Monitoring Report - January 2021** (Pages 9 - 50)

Report of Director of Finance, and Head of Insight and Corporate Programmes

Purpose of report

This report summarises the Council's Performance, Risk and Finance monitoring position as at the end of January 2021. The Committee will focus on the risk elements of the report.

Recommendations

The meeting is recommended:

- 1.1 To note the Risk aspects of the monthly Performance, Risk and Finance Monitoring Report.

8. **Housing Benefit and Council Tax Reduction Risk Based Verification** (Pages 51 - 64)

Report of Director of Finance

Purpose of report

To provide members with an update on the Risk Based Verification (RBV) module including any impacts on the service and to seek approval for the RBV Policy for 2021-2022.

Recommendations

The meeting is recommended:

- 1.1 To note the contents of this report.
- 1.2 To approve the Risk Based Verification (RBV) policy for the financial year 2021-2022.

9. **Internal Audit Progress Report 2020/21** (Pages 65 - 76)

Report of the Director of Finance

Purpose of report

The report presents the Internal Audit Progress report for 2020/21

Recommendations

The meeting is recommended:

- 1.1 To note the progress with the 2020/21 Internal Audit Plan and the outcome of the completed audits.

10. External Audit Update

Verbal Update by the Director of Finance.

11. Treasury Management Report - Q3 2020-21 (Pages 77 - 86)

Report of the Director of Finance

Purpose of report

To receive information on treasury management performance and compliance with treasury management policy for 2020-21 as required by the Treasury Management Code of Practice.

Recommendations

The meeting is recommended:

- 1.1 To note the contents of the Quarter 3 2020/21 Treasury Management Report.

12. Changes to Accounts, Audit & Risk Committee Terms of Reference (Pages 87 - 94)

Report of the Director of Law & Governance and Monitoring Officer

Purpose of report

The report recommends changes to the terms of reference for the Accounts, Audit & Risk Committee.

Recommendations

The meeting is recommended:

- 1.1 To agree the proposed terms of reference for the Accounts, Audit & Risk Committee, as set out at Appendix 1 to this report.

13. Draft Annual Report of Accounts, Audit and Risk (Pages 95 - 106)

Report of the Director of Finance

Purpose of report

The report presents the draft report of the Accounts, Audit & Risk Committee.

Recommendations

The meeting is recommended:

1.1 To review the draft report, agree any amendments and finalise in preparation for presentation to Council by the Chairman of the Accounts, Audit & Risk Committee.

14. Work Programme (Pages 107 - 108)

To consider and review the Work Programme.

Information about this Meeting

Apologies for Absence

Apologies for absence should be notified to democracy@cherwell-dc.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.

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 democracy@cherwell-dc.gov.uk, 01295 221554

Yvonne Rees
Chief Executive

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