



Committee: Accounts, Audit and Risk Committee

Date: Wednesday 16 March 2022

Time: 6.30 pm

Venue: Bodicote House, Bodicote, Banbury, Oxon OX15 4AA

Membership

Councillor Mike Kerford-Byrnes (Chairman)

Councillor Andrew Beere

Councillor Nicholas Mawer

Councillor Tom Wallis

Councillor Hugo Brown (Vice-Chairman)

Councillor Conrad Copeland

Councillor Adam Nell

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 7 - 10)

To confirm as a correct record the Minutes of the meeting of the Committee held on 19 January 2022.

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** (Pages 11 - 50)

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

Purpose of report

This report summarises the Council's Performance, Risk and Finance monitoring positions as at the end of January 2022.

Recommendations

The meeting is recommended:

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

8. **Housing Benefit and Council Tax Reduction Risk Based Verification** (Pages 51 - 60)

Report of Interim Assistant Director-Revenues and Benefits

Purpose of report

To provide members with details of the Risk Based Verification (RBV) policy and to seek approval for the RBV Policy for 2022-2023.

Recommendations

The meeting is recommended:

- 1.1 To note the contents of this report.
- 1.2 To approve the RBV policy for the financial year 2022-2023 at Appendix A.

9. **Update on Counter Fraud Annual Plan 2021/22** (Pages 61 - 68)

Report of the Assistant Director of Finance

Purpose of report

This report presents a summary of activity against the Annual Plan for the Counter-Fraud service at CDC for 2021/22, which was previously presented to the Accounts, Audit & Risk July 2021 committee. The Plan supports the Council's Anti-Fraud and Corruption Strategy by ensuring that the Council has in place proportionate and effective resources and controls to prevent and detect fraud as well as investigate those matters that do arise.

Recommendations

The meeting is recommended to:

- 1.1 Comment and note the summary of activity against the Annual Counter Fraud Plan for 2021/22.

10. General Data Protection Regulation Audit 2021 update (Pages 69 - 74)

Report of the Director of Law and Governance

Purpose of report

This report sets out the current position of the council with regard to the actions resulting from the July 2021 audit of the General Data Protection Regulation.

Recommendations

The meeting is recommended:

- 1.1 To note the report.

11. Draft Annual Report of Accounts, Audit and Risk Committee (Pages 75 - 88)

Report of the Assistant 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 Chair of the Accounts, Audit & Risk Committee.

12. Treasury Management Report - Q3 2021-22 (Pages 89 - 96)

Report of the Assistant Director of Finance

Purpose of report

To receive information on treasury management performance and compliance with treasury management policy for 2021-22 as required by the Treasury Management Code of Practice.

Recommendations

The meeting is recommended:

1.1 To note the contents of the Quarter 3 2021-22 Treasury Management Report.

13. Final 2020/21 Audit Results Report (Pages 97 - 100)

** Please note the Appendix to this report to follow as it is being reviewed and finalised **

Report of the Assistant Director of Finance

Purpose of report

To make the Committee aware of the final 2020/21 Audit Results Report

Recommendations

The meeting is recommended to:

1.1 Note the final 2020/21 Audit Results Report

14. Work Programme (Pages 101 - 104)

To consider and review the Work Programme.

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@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.

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

Yvonne Rees
Chief Executive

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