



**Committee: Accounts, Audit and Risk Committee**

**Date: Wednesday 27 July 2022**

**Time: 6.30 pm**

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

## **Membership**

**Councillor Donna Ford  
(Chairman)**

Councillor Patrick Clarke

Councillor Ian Middleton

Councillor Sean Woodcock

**Councillor Hugo Brown (Vice-Chairman)**

Councillor Andrew Crichton

Councillor Chris Pruden

Councillor Barry Wood

## **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 25 May 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. End of year 2021- 2022 Performance, Risk and Finance Monitoring Report (Pages 11 - 42)**

Report of Assistant Director of Finance & S151 Officer and Assistant Director Customer Focus Interim

### **Purpose of report**

This report summarises the Council's Performance, Risk and Finance monitoring positions at the end of the Financial Year 2021-2022.

### **Recommendations**

The meeting is recommended:

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

## **8. Regulatory Compliance Report (Pages 43 - 50)**

Report of Interim Monitoring Officer

### **Purpose of report**

To provide the Committee with an update regulatory compliance.

### **Recommendations**

The meeting is recommended:

- 1.1 To consider and comment on the report.

If the Committee has any queries on any aspect of the report that may disclose information under paragraphs 1 – 7 of Schedule 12A of Local Government Act 1972, the Interim Monitoring Officer will advise the relevant paragraph and it will be necessary for the Committee to resolve to exclude the press and public whilst exempt information is considered

## **9. Update on Counter Fraud Annual Plan 2021/22 and presenting the Counter Fraud Annual Plan 2022/23 (Pages 51 - 66)**

Report Assistant Director of Finance & S151 Officer

### **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 report also presents the new Counter Fraud Plan for the year 2022/23.

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.
- 1.2 Comment and note the Counter Fraud Plan for 2022/23.
- 1.3 Comment and note the Investigation Report in Annex 1.

## **10. Internal Audit Charter (Pages 67 - 84)**

Report of Assistant Director of Finance & S151 Officer

### **Purpose of report**

This report presents the Internal Audit Charter and Internal Audit Quality Assurance Programme for 2022/23.

### **Recommendations**

The committee is Recommended to:

- 1.1 Approve the Internal Audit Charter.
- 1.2 Note the Quality Assurance and Improvement Programme.

## **11. Treasury Management Report - Q4 (March 2022) (Pages 85 - 92)**

Report of the Assistant Director of Finance & S151 Officer

### **Purpose of report**

To receive information on treasury management performance and compliance with treasury management policy and Prudential Indicators 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 Q4 (March 2022) Treasury Management Report.

## **12. Support to Subsidiaries (Pages 93 - 96)**

### **Purpose of report**

To inform the Committee of the overall level of support provided to the Council's subsidiaries and how this is considered as part of the external audit.

### **Recommendations**

The meeting is recommended:

1.1 To note the report and raise any queries on the exempt appendix.

#### **13. Work Programme (Pages 97 - 98)**

To consider and review the Work Programme.

#### **14. Exclusion of Press and Public**

The following report(s) contain exempt information as defined in the following paragraph(s) 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 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."

#### **15. Support to Subsidiaries - Exempt Appendix (Pages 99 - 104)**

**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](mailto: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](mailto:democracy@cherwell-dc.gov.uk), 01295 221554

**Yvonne Rees**  
**Chief Executive**

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