

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 23 March 2016 at 6.30 pm

Present: Councillor Mike Kerford-Byrnes (Chairman)

Councillor Andrew Beere
Councillor Ray Jelf
Councillor Nicholas Mawer
Councillor Barry Richards

Apologies for absence: Councillor Rose Stratford
Councillor Colin Clarke
Councillor Lawrie Stratford

Officers: Paul Sutton, Chief Finance Officer / Section 151 Officer
George Hill, Corporate Finance Manager
James Doble, Democratic and Elections Manager
Belinda Green, Welfare and Debt Advice Manager
Louise Tustian, Senior Performance and Improvement Officer
Neil Harris, Ernst and Young
Cathy O'Carroll, Ernst and Young
Ed Cooke, PWC
Lucy Fenton, PWC

63 Declarations of Interest

There were no declarations of interest.

64 Petitions and Requests to Address the Meeting

There were no petitions or requests to address the meeting.

65 Urgent Business

There were no items of urgent business.

66 Minutes

The Minutes of the meeting of the Committee held on 20 January 2016 were agreed as a correct record and signed by the Chairman.

67 **Chairman's Announcements**

There were no Chairman's announcements.

68 **Third Quarter Risk Review 2015-16 and update on Development of Risk & Opportunities Management Strategy**

The Committee considered a report of the Head of Transformation which provided an update on the management of Strategic, Corporate and Partnership risks during the third quarter of 2015/16 and to report the progress made on the 2015/16 Risk & Opportunities Management Strategy review and Risk Training programme.

Resolved

- (1) That the quarter three Strategic, Corporate and Partnership Risk Register be noted and no issues be identified for further consideration or referral to Executive.
- (2) That it be noted that there have been changes to four common risks' scores: two increases and two decreases.
- (3) That the progress made on the 2015/16 Risk and Opportunities Management Strategy review and the Risk Training programme be noted.

69 **Corporate Fraud Team Update**

The Committee considered a report of the Head of Finance and Procurement which provided an update on the joint Corporate Fraud team and sought consideration and endorsement of the joint Whistleblowing and Anti-Fraud and Anti-Corruption Policies which had been reviewed. The report also sought consideration and endorsement of the new Fraud Response Plan Policy.

Resolved

- (1) That the report be noted.
- (2) That the policy changes to the Joint Whistleblowing Policy and the Anti-Fraud and Anti-Corruption Strategy and the new Fraud Response Policy be endorsed.

70 **External Audit: Certification of Claims 2014/15 and Annual Audit Plan 2015/16**

The Committee considered a report of the Head of Finance and Procurement which presented the council's external auditor, Ernst Young's report setting out external audit's Annual Audit Plan for the financial year 2015/16.

Resolved

- (1) That the Ernst Young reports on the Annual Audit Plan 2015/16 and Certification of Claims 2014/15 be noted.

71 **Internal Audit Progress Report 2015/16, Annual Plan 2016/17 and Internal Audit Charter**

The Committee considered a report of the Head of Finance and Procurement which presented the councils internal auditor, PwC's progress report summarising their internal audit work to date, the Draft Internal Audit Plan for next year and the draft Internal Audit Charter.

Resolved

- (1) That the 2015/16 internal audit progress report be noted.
- (2) That the 2016/17 Draft Internal Audit Plan be noted.
- (3) That the Internal Audit Charter be noted.

72 **Q3 Treasury Management Report**

The Committee considered a report of the Head of Finance and Procurement which presented information on treasury management performance and compliance with treasury management policy for 2015/16 for Quarter 3 as required by the Treasury Management Code of Practice.

Resolved

- (1) That the Quarter 3 (Q3) Treasury Management Report be noted.

73 **Closedown Update 2015/16**

The Committee considered a report of the Head of Finance and Procurement which informed Members of the progress which had been made towards the preparation of the Council's annual Statement of Accounts and sought consideration of the proposed summary timetable for production.

Resolved

- (1) That the summary closedown timetable be noted.

74 **Review of Work Programme 2016/17**

The Committee considered the proposed work programme for 2016/17.

Resolved

- (1) That the proposed work programme for 2016/17 be noted.

75 **Exclusion of the 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 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.

76 **Q3 Treasury Management Report - Exempt Appendix**

Resolved

- (1) That the exempt appendix be noted.

77 **Finance Improvement Plan**

The Committee considered an exempt report of the Head of Finance and Procurement which presented the Finance Improvement Plan, which was an outcome of the KPMG Review of NNDR Overpayment report adopted by the Committee on 20 January 2016.

Resolved

- (1) That the Finance Improvement Plan (exempt annex to the Minutes as set out in the Minute Book) be noted.

The meeting ended at 8.10 pm

Chairman:

Date: