

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 30 June 2016 at 6.30 pm

Present: Councillor Mike Kerford-Byrnes (Chairman)
Councillor Ian Corkin (Vice-Chairman)

Councillor Hugo Brown
Councillor Sean Gaul
Councillor Nigel Randall
Councillor Barry Richards
Councillor Tom Wallis
Councillor Sean Woodcock

Also Present: Councillor Barry Wood, Leader of the Council
Councillor Ken Atack, Lead Member for Financial Management
Stephen Bladen, Manager, Ernst Young (external audit)

Officers: Paul Sutton, Chief Finance Officer / Section 151 Officer
Edward Bailey, Corporate Performance Manager
Denise Taylor, Corporate Accountant
James Doble, Interim Assistant Director Transformational Governance

3 Declarations of Interest

Members made the following general declarations of interest:

Councillor Ian Corkin, declaration, as a board member of Graven Hill Village Development Company.

Councillor Nigel Randall, declaration, as a shadow board member for Cherwell Community Build

4 Petitions and Requests to Address the Meeting

There were no petitions or requests to address the meeting.

5 Urgent Business

There were no items of urgent business.

6 **Minutes**

The minutes of the meetings of the Committee held on 23 March 2016 and 17 May 2016 were agreed as correct records and signed by the Chairman.

7 **Chairman's Announcements**

There were no Chairman's announcements.

8 **External Audit: Progress Update 2015/16**

The Chief Finance Officer submitted Ernst Young's report briefing on Value for Money audit – Code of Audit Practice 2015 and Council Annual fee letter 2016/17.

Resolved

- (1) That the briefing on Value for Money audit – Code of Audit Practice 2015 and Council Annual fee letter 2016/17 from Ernst Young be noted.

9 **External Audit Letter to the Committee**

The Chief Finance Officer submitted a report to inform members of the response to the Ernst Young letter to the Chairman of this Committee.

Resolved

- (1) That the response to external audit's request for management assurances from Those Charged With Governance be approved.

10 **Internal Audit - Annual Report for 2015/16, Progress Report 2016/17 and Internal Audit Charter**

The Chief Finance Officer submitted PwC's annual report for 2015/16 and progress report summarising their internal audit work for 2015/16 and for 2016/17 to date and the Internal Audit Charter.

Resolved

- (1) That the 2015/16 Internal Audit annual report, progress report and Internal Audit Charter be noted.

11 **Corporate Fraud Team Update**

The Chief Finance Officer submitted a report to provide members of Accounts, Audit and Risk Committee with an update on the joint Corporate Fraud team including an end of year report for 2015-2016 and a new business plan for 2016-2017. The report also asked members to endorse the joint

Whistleblowing and Anti-Fraud and Anti-Corruption Policies which have been reviewed and to endorse the new Fraud Response Plan Policy.

In the course of discussion members thanked officers for the amended policy wording and requested that future reports should also include the number of properties rebilled as a result of investigations.

Resolved

- (1) That the contents of the report including the end of year report and the new business plan for 2016-2017 be noted.
- (2) That the changes to the joint Whistleblowing and Anti-Fraud and Anti-Corruption Policies and the new Fraud Response Plan Policy be endorsed.

12 **Fourth Quarter Risk Review 2015/16 and 2016/17 Shared Risk & Opportunities Management Strategy**

The Director - Strategy and Commissioning submitted a report to update the Committee on the management of Strategic, Corporate and Partnership risks during the fourth and final quarter of 2015/16, to present the 2016/17 Risk & Opportunities Management Strategy review and to provide an update on the Risk Training programme.

Resolved

- (1) That the quarter four Strategic, Corporate and Partnership Risk Register and the revised Risk and Opportunities Management Strategy for 2016/17 be noted.

13 **Q4 Treasury Management Report**

The Chief Finance Officer submitted a report on treasury management performance and compliance with treasury management policy for 2015/16 as required by the Treasury Management Code of Practice.

Resolved

- (1) That the contents of the final Quarter Treasury Management Report be noted.
- (2) That the update of the Icelandic redemption be noted.

14 **Annual Governance Statement 2015/16**

The Chief Finance Officer submitted the Annual Governance Statement, which would be considered at the same time as the Statement of Accounts for 2015/16.

Resolved

- (1) That the Annual Governance Statement 2015/16 be noted and endorsed.

15 **Statement of Accounts 2015/16**

The Chief Finance Officer submitted a report to consider and endorse the pre-audit Statement of Accounts for 2015-16.

In the course of discussion it was confirmed that the capital programme would be submitted to a future meeting of the Committee for consideration.

Resolved

- (1) That the carry forward of budget underspends from 2015/16 to 2016/17 (annex to the Minutes as set out in the Minute Book) be approved.
- (2) That the balances on capital schemes which had slipped in 2015/16 to be carried forward into the 2016/17 capital programme (annex to the Minutes as set out in the Minute Book) be approved.
- (3) That the Statement of Accounts be noted.
- (4) That the verbal update on the outcomes from the informal review of the Statement of Accounts undertaken on 30 June immediately prior to the formal meeting at 5.00pm be noted.

16 **Review of Committee Work Programme**

The Committee considered its work programme for 2016/17.

Resolved

- (1) That the work programme be noted.

17 **Exclusion of Press and Public**

Resolved

That the press and public be excluded as exempt information as defined in the paragraph 3 of Part 1, Schedule 12A of Local Government Act 1972 is likely to be made known.

18 **Q4 Treasury Management Report - Exempt Appendix 1 and 2**

Resolved

- (1) That the exempt appendices be noted.

19 **Finance Improvement Plan - Update**

The Chief Finance Officer submitted an exempt report which presented an update to the Finance Improvement Plan, which was an outcome of the KPMG Review of NNDR Overpayment report adopted by this Committee on 20 January 2016.

Resolved

- (1) That the progress made thus far in delivering the Finance Improvement Plan and the remaining actions be endorsed.

The meeting ended at 8.41 pm

Chairman:

Date: