

Committee: Accounts, Audit and Risk Committee
Date: Wednesday 4 December 2013
Time: 6.30 pm
Venue: Bodicote House, Bodicote, Banbury, OX15 4AA

Membership

Councillor Trevor Stevens (Chairman)	Councillor Mike Kerford-Byrnes (Vice-Chairman)
Councillor Andrew Beere	Councillor Ray Jelf
Councillor Nicholas Mawer	Councillor Lawrie Stratford
Councillor Rose Stratford	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. Urgent Business

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

5. **Minutes** (Pages 1 - 6)

To confirm as a correct record the Minutes of the meeting of the Committee held on 18 September 2013.

6. **Chairman's Announcements**

To receive communications from the Chairman.

7. **External Audit - Annual Audit Letter** (Pages 7 - 30)

Report of Interim Head of Finance and Procurement

Purpose of report

To receive Ernst Young's Annual Audit Letter summarising their external audit work for 2012-13.

Ernst Young will provide a verbal update on progress to date.

Recommendations

The meeting is recommended:

1.1 To note the contents of the Annual Audit Letter

1.2 To note the Ernst Young's local government audit committee briefing.

8. **Internal Audit Progress Report** (Pages 31 - 42)

Report of Interim Head of Finance and Procurement

Purpose of report

To receive PriceWaterhouseCooper's progress report summarising their internal audit work to date.

Recommendations

The meeting is recommended:

1.1 To note the contents of the progress report.

9. **Anti Fraud and Corruption plus Whistle Blowing Update**

Verbal Update from Interim Head of Finance and Procurement and Fraud Manager.

10. Q2 Treasury Management Report and Draft Treasury Management Strategy 2014/15 (Pages 43 - 48)

Report of Interim Head of Finance and Procurement

Purpose of report

To receive information on treasury management performance and compliance with treasury management policy for 2013-14 for Quarter 2 including an update for position as at 31 October 2013 as required by the Treasury Management Code of Practice.

To provide a review of the draft Treasury Management Strategy 2014-15

Recommendations

The meeting is recommended:

- 1.1 To note the contents of the Quarter 2 (Q2) Treasury Report
- 1.2 To note the draft Treasury Management Strategy 2014/15

11. Committee Work Programme 2013/14 (Pages 49 - 50)

To review the work programme.

12. Exclusion of Press and Public

The following item contains exempt information as defined in the following paragraphs of Part 1, Schedule 12A of the 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 has 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 pass the following recommendation:

“That, in accordance with Section 100A(4) of Local Government Act 1972, the press and public be excluded from the meeting for the following items of business, on the grounds that they could involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1, Schedule 12A of that Act.”

13. Q2 Treasury Management Report and Draft Treasury Management Strategy 2014/15 - Exempt Appendices 1, 2 and 3 (Pages 51 - 98)

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@cherwellandsouthnorthants.gov.uk , 01295 221554 or 01295 221589 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 / Natasha Clark, Democratic and Elections
sharon.hickson@cherwellandsouthnorthants.gov.uk, 01295 221554 /
natasha.clark@cherwellandsouthnorthants.gov.uk, 01295 221589

Sue Smith
Chief Executive

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