

Committee: Accounts, Audit and Risk Committee
Date: Wednesday 25 June 2014
Time: 6.30 pm
Venue: Bodicote House, Bodicote, Banbury, OX15 4AA

Membership:

Councillor Mike Kerford-Byrnes (Chairman)	Councillor Daniel Sames (Vice-Chairman)
Councillor Ray Jelf	Councillor Nicholas Mawer
Councillor Barry Richards	Councillor Lawrie Stratford
Councillor Douglas Williamson	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 meetings of the Committee held on 26 March 2014 and 16 June 2014

6. Chairman's Announcements

To receive communications from the Chairman.

7. External Audit: Audit Fee Letter 2014-15 and Progress Update 2013-14
(Pages 7 - 28)

Report of Interim Head of Finance and Procurement

Purpose of report

To receive Ernst Young's Audit Fee Letter 2014-15 and to receive a verbal update of progress to date for 2013-14.

Recommendations

The meeting is recommended

- 1.1 To note the Audit Fee Letter and the progress update from Ernst Young.

8. Internal Audit - Annual Report 2013-14 (Pages 29 - 52)

Report of Interim Head of Finance and Procurement

Purpose of report

To receive the PwC Internal Audit Annual Report.

Recommendations

The meeting is recommended:

- 1.1 To consider and note the contents of the Annual Report.

9. Fourth Quarter Risk Review (Pages 53 - 70)

Report of Head of Transformation and Corporate Performance Manager

Purpose of Report

To update the Committee on the management of Strategic, Corporate and Partnership Risks during the final quarter of 2013/14 and highlight any emerging issues for consideration.

Recommendations

The meeting is recommended:

- 1.1 To review the Quarter 4 Strategic, Corporate and Partnership Risk Register and identify any issues for further consideration.

10. Anti Fraud and Corruption plus Whistle blowing Update

Verbal Update of Interim Head of Finance and Procurement

11. Annual Governance Statement 2013 - 14 (Pages 71 - 74)

** Please note that Appendix 1 to this report will follow as it is currently being finalised **

Report of Interim Head of Finance and Procurement

Purpose of report

The purpose of this report is to seek approval for the Annual Governance Statement 2013-14, subject to any amendments the Accounts, Audit and Risk Committee may wish to make.

Recommendations

The meeting is recommended:

- 1.1 To consider and approve the Annual Governance Statement 2013-14 (Appendix 1).

12. Update to Existing 2014-15 Treasury Strategy (Pages 75 - 108)

Report of Interim Head of Finance and Procurement

Purpose of report

To receive information on the proposed amendments of the existing Treasury Strategy for 2014-15 required to facilitate the proposals for the development of the Graven Hill and other projects. This is subject to any amendments the Accounts, Audit and Risk Committee may wish to make.

Recommendations

The meeting is recommended:

- 1.1 To consider and note the proposed amendments to the existing Treasury Strategy for 2014-15.
- 1.2 To note the proposal to provide delegated authority to the Director of Resources in the application of Minimum Revenue Provision (MRP).

13. Statement of Accounts (Pages 109 - 210)

Report of Interim Head of Finance and Procurement

Purpose of report

To consider and endorse the Statement of Accounts for 2013-14 (subject to audit).

Recommendations

The meeting is recommended to:

- 1.1 Consider the Statement of Accounts set out in Appendix 1.
- 1.2 Note the outcomes from the informal review undertaken on 25 June immediately prior to the formal meeting at 6.30pm which will be updated verbally at the meeting.
- 1.3 Recommend that the “subject to audit” Statement of Accounts sign off be delegated to the Chief Financial Officer for signing on or before the 30 June 2014.
- 1.4 Note the arrangements under paragraphs 3.3 and 3.4 for the budget carry forward and capital slippage requests to Full Council in July.
- 1.5 Recommend to Full Council that paragraph 2.4.6 of the Council’s Financial Procedure Rules is amended as set out in paragraph 3.5 of this report.

14. Public Interest Report - Corby Borough Council (Pages 211 - 254)

Report of Director of Resources

Purpose of report

To consider the Public Interest Report that was issued by KPMG in relation to “Managing Capital Regeneration Projects” at Corby Borough Council using the report to critically appraise arrangements at Cherwell District Council.

Recommendations

The meeting is recommended to:

- 1.1 Note the content of the KPMG report on arrangements at Corby Borough Council included as Appendix A.
- 1.2 Consider the content of this report.

15. Accounts, Audit and Risk Committee Annual Report 2013-14 (Pages 255 - 260)

Report of Interim Head of Finance and Procurement

Purpose of report

This report summarises the work of the Accounts, Audit and Risk Committee during 2013-14.

Recommendations

The meeting is recommended:

1.1 To note the contents of this report.

16. Work Programme (Pages 261 - 262)

To consider the Committee's Work Programme

17. Exclusion of the 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.”

18. Council Tax Billing Update

** Please note that this report will follow as the information is currently being reviewed and finalised **

Exempt Report of Interim Head of Finance and Procurement

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 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. The definition of personal and prejudicial interests is set out in the constitution. The Democratic Support Officer will have a copy available for inspection at all meetings.

Personal Interest: Members must declare the interest but may stay in the room, debate and vote on the issue.

Prejudicial Interest: Member must withdraw from the meeting room and should inform the Chairman accordingly.

With the exception of the some very specific circumstances, a Member with a personal interest also has a prejudicial interest if it is one which a Member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Member's judgement of the public interest.

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
sharon.hickson@cherwellandsouthnorthants.gov.uk, 01295 221554

Sue Smith
Chief Executive

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