



DISTRICT COUNCIL  
NORTH OXFORDSHIRE

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

**Date:**               **Wednesday 24 September 2025**

**Time:**              **6.30 pm**

**Venue:**             **39 Castle Quay, Banbury, OX16 5FD**

## **Membership**

**Councillor Simon Lytton  
(Chair)**

Councillor Besmira Brasha  
Councillor Nicholas Mawer  
Councillor Robert Parkinson  
Sarah Thompson

**Councillor David Rogers (Vice-Chair)**

Councillor Frank Ideh  
Councillor Ian Middleton  
Councillor Dom Vaitkus  
Independent Person, no voting rights

**Substitutes**           **Any member of the relevant political group.**

## **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. Minutes (Pages 7 - 12)**

To confirm as a correct record the Minutes of the meeting of the Committee held on 16 July 2025.

### **4. Chair's Announcements**

To receive communications from the Chair.

**5. Requests to Address the Meeting**

The Chair to report on any requests to address the meeting.

**6. Urgent Business**

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

**7. External Audit Update 2024/25**

Verbal update on the 2024-25 Statement of Accounts from the External Auditors, Bishop Fleming.

**8. Risk Monitoring Report - Quarter 1 2025-2026 (Pages 13 - 24)**

Report of Assistant Director – Customer Focus

**Purpose of report**

To update the committee on how well the council is managing its Strategic Risks.

**Recommendations**

The Accounts, Audit & Risk Committee resolves:

- 1.1 To note the Risk Monitoring Report for Quarter 1 2025 – 26.

**9. Health and Safety Report Quarter 1 2025/2026 (Pages 25 - 38)**

Report of Assistant Director of Human Resources.

**Purpose of report**

To provide the Accounts, Audit and Risk Committee with the Council's Health and Safety performance for Quarter 1 of the 2025/26 financial year.

**Recommendations**

The Accounts, Audit and Risk Committee resolves:

- 1.1 To review the content of the report.
- 1.2 To provide feedback if any further detail or additional information is required in future reports.

**10. Monitoring Officer's Annual Report 2024/25 - Complaints, Conduct & Ethics**  
(Pages 39 - 50)

Report of Assistant Director Law and Governance and Monitoring Officer

**Purpose of report**

To provide the Committee an annual report on matters relating to standards and conduct of Members within the Cherwell District at District and Parish level, complaints made to the Local Government Ombudsman and other matters for the municipal year of 2024/2025.

**Recommendations**

The Accounts, Audit and Risk Committee resolves:

- 1.1 To note the content of the report, which will also be circulated to all Town and Parish Councils in the district for information.

**11. Environmental, Social and Governance considerations** (Pages 51 - 58)

Report of Assistant Director of Finance (Section 151 Officer)

**Purpose of Report**

To update the Accounts, Audit and Risk Committee on the council's position on Environmental, Social and Governance considerations in line with CIPFA recommendations.

**Recommendations**

The Accounts, Audit and Risk Committee resolves:

- 1.1 To note the contents of this Environmental, Social and Governance (ESG) considerations report.

**12. Support to Subsidiaries** (Pages 59 - 62)

Report of Assistant Director of Finance (Section 151 Officer)

**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 Accounts, Audit and Risk Committee resolves:

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

### **13. 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.”

### **14. Support to Subsidiaries - Exempt Appendix (Pages 63 - 68)**

### **15. Readmittance of the Press and Public**

The Committee is recommended to resolve to readmit the press and public to the meeting.

### **16. Review of Committee Work Programme (Pages 69 - 70)**

To consider and review the Work Programme.

**Councillors are requested to collect any post from their pigeon hole in the Members' Lounge 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 221534 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**

If you hear the fire alarm, please leave the building via the nearest available exit. The fire assembly point is outside the Premier Inn, adjacent to the canal.

### **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.

### **Webcasting and Broadcasting Notice**

The meeting will be recorded by the council for live and/or subsequent broadcast on the council's website. The whole of the meeting will be recorded, except when confidential or exempt items are being considered. The webcast will be retained on the website for 6 months.

If you make a representation to the meeting, you will be deemed by the council to have consented to being recorded. By entering the Council Chamber or joining virtually, you are consenting to being recorded and to the possible use of those images and sound recordings for webcasting and/or training purposes.

The council is obliged, by law, to allow members of the public to take photographs, film, audio-record, and report on proceedings. The council will only seek to prevent this should it be undertaken in a disruptive or otherwise inappropriate manner.

### **Queries Regarding this Agenda**

Please contact Patrick Davis, Democratic and Elections [democracy@cherwell-dc.gov.uk](mailto:democracy@cherwell-dc.gov.uk), 01295 221534

**Shiraz Sheikh**  
**Monitoring Officer**

Published on Tuesday 16 September 2025