

Committee: Accounts, Audit and Risk Committee

Date: Wednesday 29 May 2019

Time: 7.30 pm

Venue: Bodicote House, Bodicote, Banbury, OX15 4AA

Membership

Councillor Mike Kerford-Byrnes (Chairman)	Councillor Hugo Brown (Vice-Chairman)
Councillor Hannah Banfield	Councillor Nathan Bignell
Councillor Nicholas Mawer	Councillor Les Sibley
Councillor Tom Wallis	Councillor Sean Woodcock

Member Training on the Pension Scheme, 6.30pm to 7.30pm

Prior to the formal meeting of the Committee, Hymans Robertson LLP, who are the actuaries of the Oxfordshire LGPS will lead a training sessions on pension scheme. This will be of particular interest to Accounts, Audit and Risk Committee members but all councillors are welcome to attend.

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 records the Minutes of the meetings of the Committee held on 13 March 2019 and 14 May 2019.

6. **Chairman's Announcements**

To receive communications from the Chairman.

7. **Internal Audit - Annual Report 2018/19** (Pages 7 - 24)

Report of the Executive Director, Finance (Interim)

Purpose of report

To receive CW Audit Services annual report for 2018/19 in relation to the Internal Audit work undertaken during 2018/19

Recommendations

The meeting is recommended:

1.1 To note the contents of the 2018/19 annual report from CW Audit Services.

8. **External Audit Update (Verbal)**

Verbal update by Executive Director: Finance (Interim)

9. **DRAFT Statement of Accounts and Annual Governance Statement 2018/19**
(Pages 25 - 28)

** Please note this appendix to this report will follow as it is currently being reviewed and finalised**

Report of the Executive Director Finance (Interim)

Purpose of report

To receive a report is to ask members to consider and note the DRAFT Statement of Accounts 2018/19 and consider and endorse the Annual Governance Statement 2018/19.

Recommendations

The committee is recommended to:

1.1 Consider and note the DRAFT Statement of Accounts 2018/19

1.2 Consider and endorse the Annual Governance Statement 2018/19

10. Report of Those Charged with Governance 18/19 (Pages 29 - 36)

Report of the Executive Director Finance

Purpose of report

To set out the response to Ernst & Young (EY) regarding the review of management assurance.

Recommendations

The committee is recommended to:

1.1 Approve the response relating to management assurances from those Charged with Governance at Appendix 1

11. External Audit Fees 2019/20 (Pages 37 - 50)

Report of the Executive Director Finance (Interim)

Purpose of report

To note the indicative audit fee for 2019/20.

Recommendations

The meeting is recommended:

1.1 To note the contents of the letter setting out the indicative annual audit fees for 2019/20 from the Councils External Auditors, Ernst & Young (EY).

12. Exclusion of Press and Public

The following item contains exempt information as defined in the following paragraph of Part 1, Schedule 12A of Local Government Act 1972.

7 – Information relating to any action taken or to be taken, in connection with the prevention, investigation or prosecution of crime

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 it 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 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 7 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.”

13. Progress of Counter Fraud Service (Pages 51 - 54)

Exempt report of the Senior Investigation Officer – Corporate Fraud Team

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 227956 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 Aaron Hetherington, Democratic and Elections
aaron.hetherington@cherwellandsouthnorthants.gov.uk, 01295 227956

Yvonne Rees
Chief Executive

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