



Committee: Accounts, Audit and Risk Committee

Date: Wednesday 20 November 2024

Time: 6.30 pm

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

Membership

Chairman - Vacant

Councillor Besmira Brasha

Councillor Nick Cotter

Councillor Ian Middleton

Councillor Dom Vaitkus

Harry Lawson – Independent
Person (No voting rights)

Councillor David Rogers (Vice-Chairman)

Councillor Jean Conway

Councillor Nicholas Mawer

Councillor Alisa Russell

Sarah Thompson – Independent Person (No voting
rights)

AGENDA

1. Appointment of Chairman

To appoint a Chairman for the remainder of the 2024/25 municipal year.

2. Appointment of Vice-Chairman (if required)

In the event of the Vice-Chairman being appointed as Chairman, the committee will be required to appoint a new Vice-Chairman.

3. Apologies for Absence and Notification of Substitute Members

4. 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.

5. Petitions and Requests to Address the Meeting

The Chairman to report on any requests to submit petitions or to address the meeting.

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

To confirm as a correct record the Minutes of the meeting of the Committee held on 25 September 2024.

7. **Chairman's Announcements**

To receive communications from the Chairman.

8. **Urgent Business**

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

9. **Counter Fraud Progress Report** (Pages 13 - 22)

Report of the Assistant Director of Finance (Section 151 Officer)

Purpose of report

This report presents an update on the counter fraud work undertaken so far in 2024/25, and asks the Accounts, Audit and Risk Committee to note the progress report.

Recommendations

The Accounts, Audit and Risk Committee resolves:

1.1 To note and approve the counter fraud progress report.

10. **Counter Fraud Policy Update Report** (Pages 23 - 68)

Report of Assistant Director of Finance (Section 151 Officer)

Purpose of report

This report presents two updated policies, regarding the Counter Fraud and Corruption Policy, and the Anti-Money Laundering Policy, and asks the Accounts, Audit and Risk Committee to approve these policies.

Recommendations

The Accounts, Audit and Risk Committee resolves:

1.1 To note and approve the counter fraud and corruption policy.

1.2 To note and approve the anti-money laundering policy.

11. Internal Audit Progress report 2024-25 (Pages 69 - 80)

Report of the Assistant Director of Finance (Section 151 Officer)

Purpose of Report

This report provides the Accounts, Audit and Risk Committee with an update on delivery of the internal audit work programme for 2024/25, following approval of the programme at the meeting of 29 May 2024.

Recommendations

The Accounts, Audit and Risk Committee resolves:

- 1.1 To note the progress made in delivering the 2024/25 internal audit work programme.

12. External Audit Update 2022-2023

Verbal update from the Head of Finance (Deputy Section 151 Officer).

13. Risk Monitoring Report Q2 2024-2025 (Pages 81 - 94)

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 2 2024-25.

14. Housing Management Performance (Pages 95 - 140)

Report of Assistant Director Wellbeing and Housing

Purpose of report

To provide the Committee with an annual report on Housing Management Performance relating to the Council's small stock holding of properties. Specifically, matters that relate to complaints performance in accordance with the Housing Ombudsman's Complaints Handling Code and the wider Social Housing (Regulation) Act.

Recommendations

The Accounts, Audit and Risk Committee resolves:

- 1.1 To note the content of the report and appendices. The appendices, including the Complaints Handling Code self-assessment, will be published on the Council's website and sent to the Housing Ombudsman as the Council's return for 2023-24.

15. 2022/23 Final Statement of Accounts (Pages 141 - 308)

Report of Assistant Director of Finance (Section 151 Officer)

Purpose of report

To ask the Committee to note the final 2022/23 Statement of Accounts and the changes that have been made since the draft version which was brought to the Committee at its March 2024 meeting.

Recommendations

The Accounts, Audit and Risk Committee resolves:

- 1.1 To note the final 2022/23 Statement of Accounts (Appendix 1) and the associated changes between draft and final version.

16. Financial Management Code - Forecast Self-Assessment Update 2024-25 (Pages 309 - 322)

Report of Assistant Director of Finance (Section 151 Officer)

Purpose of report

To update the Committee that the results of the Council's forecast self-assessment position at February 2025 against the requirements of CIPFA's Financial Management Code show continued strong compliance, demonstrating a resilient and sustainable approach to managing the Council's funds.

Recommendations

The Accounts, Audit and Risk Committee resolves:

- 1.1 To note the Council's forecast self-assessment position of strong compliance at February 2025 against the requirements of CIPFA's Financial Management Code.

17. Treasury Management Report - Mid-year review 2024-25 (September 2024) (Pages 323 - 336)

Report of Assistant Director of Finance (Section 151 Officer)

Purpose of report

To provide information on treasury management performance and compliance with treasury management strategy for 2024-25 as required by the Treasury Management Code of Practice.

To demonstrate that all treasury management activities undertaken during the reporting period complied with the CIPFA Code of Practice and the council's approved Treasury Management Strategy.

Recommendations

The Accounts, Audit and Risk Committee resolves:

- 1.1 To note the contents of this Treasury Management mid-year review and recommend it be received by Council.

18. Work Programme (Pages 337 - 338)

To consider and review the Work Programme.

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@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.

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Queries Regarding this Agenda

Please contact Patrick Davis, Democratic and Elections democracy@cherwell-dc.gov.uk, 01295 221534

Shiraz Sheikh
Monitoring Officer

Published on Tuesday 12 November 2024