

Cherwell District Council

Accounts, Audit and Risk Committee

Minutes of a meeting of the Accounts, Audit and Risk Committee held at Bodicote House, Bodicote, Banbury, Oxon OX15 4AA, on 28 July 2021 at 6.30 pm

Present:

Councillor Mike Kerford-Byrnes (Chairman)
Councillor Hugo Brown (Vice-Chairman)
Councillor Matt Hodgson
Councillor Tony Ilott
Councillor Nicholas Mawer
Councillor Tom Wallis
Councillor Sean Woodcock

Apologies for absence:

Councillor Conrad Copeland

Officers:

Lorna Baxter, Director of Finance & Section 151 Officer
Michael Furness, Assistant Director Finance
Sukdave Ghuman, Head of Legal Services
Sarah Cox, Chief Internal Auditor
Tessa Clayton, Audit Manager
Joanne Kaye, Strategic Business Partner
Sharon Hickson, Democratic and Elections Officer
Aaron Hetherington, Democratic and Elections Team Leader

16 **Declarations of Interest**

There were no declarations of interest.

17 **Petitions and Requests to Address the Meeting**

There were no petitions or requests to address the meeting.

18 **Minutes**

The Minutes of the meetings of the Committee held on 19 May and 21 June 2021 were agreed as correct records and signed by the Chairman.

19 **Chairman's Announcements**

There were no Chairman's Announcements.

20 **Urgent Business**

There were no items of urgent business.

21 **Internal Audit Charter**

The Director of Finance submitted a report which presented the Internal Audit Charter and Internal Audit Quality Assurance Programme for 2021/22.

Resolved

- (1) That, having given due consideration, the Internal Audit Charter be approved.
- (2) That the Quality Assurance and Improvement Programme be noted.

22 **Counter Fraud Annual Plan 2021/22**

The Director of Finance submitted a report presenting the Annual Plan for the Counter-Fraud service at CDC for 2021/22 and a new set of performance indicators that would be reported to the Accounts, Audit and Risk Committee going forward.

In response to Members' questions, the Audit Manager explained the methods available for fraud referrals. The Chief Internal Auditor confirmed that the referral cases figures would be reported by referral method received at the November committee meeting.

Resolved

- (1) That the Annual Counter Fraud Plan for 2021/22 be noted.
- (2) That the updated Counter Fraud Strategy and Performance Framework (annexes to the Minutes as set out in the Minute Book) be noted.

23 **Support to Subsidiaries**

The Director of Finance submitted a report that informed 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.

Resolved

- (1) That the report be noted.

24 **Work Programme**

The Assistant Director of Finance informed Members that dates for the November, January and March, Account Audit & Risk Committee meetings may be changed, members will be informed once dates have been confirmed

Resolved

- (1) That the work programme be noted.

25 **Exclusion of Press and Public**

Resolved

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.

26 **Support to Subsidiaries - Exempt Appendix**

Resolved

- (1) That the exempt appendix be noted.

The meeting ended at 6.59 pm

Chairman:

Date: