

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 22 September 2021 at 7.30 pm

Present:

Councillor Mike Kerford-Byrnes (Chairman)
Councillor Hugo Brown (Vice-Chairman)
Councillor Matt Hodgson
Councillor Tony Ilott

Substitute Members:

Councillor Andrew Beere (in place of Councillor Sean Woodcock)

Also Present:

Maria Grindley, Associate Partner, Ernst & Young (external audit)
Sue Gill, Ernst & Young (external audit)

Apologies for absence:

Councillor Conrad Copeland
Councillor Nicholas Mawer
Councillor Tom Wallis
Councillor Sean Woodcock

Officers:

Steve Jordan, Corporate Director-Commercial Development, Assets and Investment
Lorna Baxter, Director of Finance & Section 151 Officer
Anita Bradley, Director Law and Governance & Monitoring Officer
Steve Jordan, Corporate Director Commercial Development, Assets & Investment
Michael Furness, Assistant Director Finance
Sarah Cox, Chief Internal Auditor
Louise Tustian, Head of Insight and Corporate Programmes
Joanne Kaye, Strategic Business Partner
Sharon Hickson, Democratic and Elections Officer
Aaron Hetherington, Democratic and Elections Team Leader

27 **Declarations of Interest**

10. Statement of Accounts Update.

Councillor Hugo Brown, Declaration, as a Cherwell District Council appointed Director to CSN Resources.

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

There were no petitions or requests to address the meeting.

29 **Minutes**

The Minutes of the meeting of the Committee held on 28 July 2021 were agreed as a correct record and signed by the Chairman.

30 **Chairman's Announcements**

The Chairman advised the Committee that item 12 – Internal Audit Progress Report 1021/22 would be presented before item 7 Monthly Performance, Risk and Finance Monitoring report.

31 **Urgent Business**

There were no items of urgent business.

32 **Internal Audit Progress Report 2021/22**

The Director of Finance submitted a report which presented the Internal Audit Progress for 2021/22.

The Chief Internal Auditor highlighted the Payment Card Industry (PCI) red audit grading, reassuring Members that there had been a very positive response from management and a robust action plan had been drawn up and positive changes were already taking place.

Resolved

- (1) That the progress with the 2021/22 Internal Audit Plan and the outcome of the completed audits be noted.

33 **Monthly Performance, Risk and Finance Monitoring Report**

The Director of Finance and Head of Insight and Corporate Programmes submitted a report which summarised the Council's Performance, Risk and Finance monitoring positions as at the end of July 2021.

The Chairman reminded Members that the Committee was responsible for monitoring the risk aspects of the report.

Resolved

- (1) That the monthly Performance, Risk and Finance Monitoring Report be noted

34 **Review of Those Charged with Governance**

The Director of Finance submitted a report which set out the response to Ernst & Young (EY), the council's external auditor, regarding the view of management assurance.

Resolved

- (1) That the draft response relating to management assurances from Those Charged with Governance (Annex to the Minutes as set out in the Minute Book) be noted.
- (2) That it be agreed that the Director of Finance, in conjunction with the Chairman of the Accounts, Audit and Risk Committee, make any further changes to the response relating to management assurances from Those Charged with Governance (Annex to the Minutes as set out in the Minute Book) that may arise as a result of the audit.

35 **External Audit - Annual Audit Opinion 2020/21**

The Director of Finance submitted a report which set out the External Audit Opinion for 2020/21.

The External Auditor advised the Committee that the quality of data presented by finance for this audit was of a very high standard and an improvement on previous years. The External Auditor thanked the Finance Team for their hard work.

Resolved

- (1) That the contents of the External Audit Opinion (ISA260) for 2020/21 from our External Auditors, Ernst & Young (EY) be noted.

36 **Statement of Accounts Update**

The Director of Finance submitted a report which sought consideration of changes to be incorporated to the draft statement of accounts.

Resolved

- (1) That subject to the changes required, the Draft Statement of Accounts 2019/20 be endorsed and it be agreed that once the final audit opinion is received the Director of Finance (S151 Officer), in consultation with the Chair of the Accounts, Audit and Risk Committee (or Vice Chair in case the Chairman is unavailable) be authorised to sign the accounts and it be noted that if any material changes to the accounts are required, then an additional committee meeting would be convened to consider the changes.
- (2) That the Director of Finance, in consultation with the Chair of the Accounts, Audit and Risk Committee (or Vice Chair in their absence), be authorised to make any further changes to the letters of representation that may arise during completion of the audit.

37 **Treasury Management Q1 Update 2021/22**

The Director of Finance submitted a report which provided information on treasury management performance and compliance with treasury management policy for 2021-22 as required by the Treasury Management Code of Practice.

Resolved

- (1) That the contents of the Quarter 1 2021-22 Treasury Management Report be noted.

38 **Work Programme**

The Committee considered its work programme. The Director of Finance advised Members that confirmation of the November meeting date would be circulated in due course.

Resolved

- (1) That the work programme be noted.

The meeting ended at 8.29 pm

Chairman:

Date: