

Agenda

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Audit and Governance Committee

Date: **Monday 22 September 2014**

Time: **6.00 pm**

Place: **St Aldate's Room, Town Hall**

For any further information please contact:

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Officer**

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As a matter of courtesy, if you intend to record the meeting please let the Contact Officer know how you wish to do this before the start of the meeting.

Audit and Governance Committee

Membership

Chair Councillor James Fry

Vice Chair

Councillor Jean Fooks
Councillor Van Coulter
Councillor Roy Darke
Councillor Mike Rowley
Councillor Scott Seamons
Councillor David Thomas

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AGENDA

	Pages
1 APOLOGIES FOR ABSENCE	
<p>The quorum for this Committee is three Members and substitutes are allowed.</p>	
2 DECLARATIONS OF INTERESTS	
3 EXTERNAL AUDIT - AUDIT RESULTS REPORT FOR THE YEAR ENDED 31 MARCH 2014	1 - 18
<p>Annual Result Report from External Auditors.</p>	
4 STATEMENT OF ACCOUNTS 2013/14	19 - 160
<p>The Head of Finance has submitted a report which details the Council's Statement of Accounts for approval and authorisation.</p>	
<p><u>Recommendations:</u> That the Committee:</p>	
<p>1 Approve the audited 2013/14 Statement of Accounts and authorise the Head of Finance and Chair of the Committee to sign the Statement of Accounts</p>	
<p>2 Approve the Letter of Representation to enable the opinion to be issued</p>	
5 INTERNAL AUDIT PROGRESS QUARTER 1 2014/15 - PRICEWATERHOUSECOOPERS (PWC)	161 - 170
<p>The Head of Finance has submitted a report on behalf of the Council's Internal Auditors, Pricewaterhousecoopers, which details the progress made in delivering the work set out in the 2014/15 audit plan.</p>	
<p>The Committee is asked to comment on and note the report.</p>	
6 PROGRESS ON THE IMPLEMENTATION OF AUDIT RECOMMENDATIONS	171 - 178
<p>The Head of Finance has submitted a report which updates the Committee on the progress made on the implementation of internal and external audit recommendations.</p>	
<p>Recommendation: That the Committee note the report.</p>	

7 RISK MANAGEMENT STRATEGY 179 - 220

The Head of Finance has submitted a report which details a review of the Council's Risk Management Strategy for comment prior to its consideration by the City Executive Board.

Officer Recommendation: That the Committee consider the revised Risk Management Strategy and Operating Framework attached at Appendices 1 and 2 and, if the Committee wishes, convey recommendations to the City Executive Board.

8 RISK MANAGEMENT QUARTERLY REPORTING: QUARTER 1, 2014/15 221 - 228

The Head of Finance has submitted a report which outlines the corporate and service risks as at the end of Quarter 1, 30th June 2014.

Recommendation: The Committee is asked to note the contents of this report.

9 MINUTES 229 - 234

Minutes of the meeting held on 26th June 2014.

10 DATES AND TIMES OF MEETINGS

The Committee will meet at 6.00pm in the Town Hall on the following dates:

Thursday 18th December 2014

Thursday 26th February 2015

Thursday 23rd April 2015

DECLARING INTERESTS

General duty

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you.

What is a disclosable pecuniary interest?

Disclosable pecuniary interests relate to your* employment; sponsorship (ie payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licences for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Declaring an interest

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest.

If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

Members' Code of Conduct and public perception

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member "must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself" and that "you must not place yourself in situations where your honesty and integrity may be questioned". What this means is that the matter of interests must be viewed within the context of the Code as a whole and regard should continue to be paid to the perception of the public.

*Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those of the member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.