

# Agenda

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## Audit and Governance Committee

Date: **Thursday 29 September 2011**

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Time: **6.00 pm**

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

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For any further information please contact:

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# Audit and Governance Committee

## Membership

<b>Chair</b>	<b>Councillor Beverley Hazell</b>	Marston;
<b>Vice-Chair</b>	<b>Councillor Clark Brundin</b>	North;
	<b>Councillor Roy Darke</b>	Headington Hill and Northway;
	<b>Councillor Bryan Keen</b>	Cowley;
	<b>Councillor Mark Mills</b>	Holywell;
	<b>Councillor Matt Morton</b>	St. Mary's;
	<b>Councillor Oscar Van Nooijen</b>	Hinksey Park;

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## AGENDA

### Pages

**1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

The Quorum for this Committee is 3 and substitutes are permitted.

**2 DECLARATIONS OF INTEREST**

Councillors serving on the Committee are asked to declare any personal or personal prejudicial interests they may have in any of the following agenda items.

**3 INTERNAL AUDIT SUMMARY REPORT - 2011/12 PLAN - PRICEWATERHOUSECOOPERS (PWC)**

1 - 10

The Head of Finance has submitted a report on behalf of the Council's Internal Auditors, Pricewaterhousecoopers (PWC) which provide an update of the work undertake as part of the audit plan.

The Committee is asked to comment on and note the report.

**4 ANNUAL GOVERNANCE REPORT - 2010/11 AUDIT - AUDIT COMMISSION**

11 - 42

The Head of Finance has submitted a report on behalf of the Audit Commission which details the Annual Governance Report which details the audit work undertaken during the Audit Year 2010/11.

The Committee is asked to comment on and note the report.

**5 STATEMENT OF ACCOUNTS 2010/11**

To Follow

**6 AUDIT RECOMMENDATIONS TRACKER**

To Follow

**7 MINUTES**

43 - 50

Minutes of the meeting held on 30<sup>th</sup> June 2011.

**8 DATES OF FUTURE MEETINGS**

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

Monday 28<sup>th</sup> November 2011

Monday 6<sup>th</sup> February 2012

Monday 16<sup>th</sup> April 2012

## **9 MATTERS EXEMPT FROM PUBLICATION**

If the Committee wishes to exclude the press and the public from the meeting during consideration of any of the items on the exempt from publication part of the agenda, it will be necessary for the Board to pass a resolution in accordance with the provisions of Paragraph 21(1)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 of the on the grounds that their presence could involve the likely disclosure of exempt information as described in specific paragraphs of Schedule 12A of the Local Government Act 1972.

## **PART TWO**

### **PART TWO** **MATTERS EXEMPT FROM PUBLICATION**

## **10 ALLEGATIONS OF INTERNAL FRAUD, INVESTIGATIONS AND OUTCOMES**

51 - 56

This item is exempt from publication by virtue of paragraphs 2,3 and 7, Schedule 12A, Local Government Act 1971

- (2) Information which is likely to reveal the identity of an individual
- (3) Information about someone's finances or business
- (7) Information about action to deal with a crime

## **DECLARING INTERESTS**

What is a personal interest?

You have a personal interest in a matter if that matter affects the well-being or financial position of you, your relatives or people with whom you have a close personal association more than it would affect the majority of other people in the ward(s) to which the matter relates.

A personal interest can affect you, your relatives or people with whom you have a close personal association positively or negatively. If you or they would stand to lose by the decision, you should also declare it.

You also have a personal interest in a matter if it relates to any interests, which you must register.

### **What do I need to do if I have a personal interest?**

You must declare it when you get to the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you. You may still speak and vote unless it is a prejudicial interest.

If a matter affects a body to which you have been appointed by the authority, or a body exercising functions of a public nature, you only need declare the interest if you are going to speak on the matter.

### **What is a prejudicial interest?**

You have a prejudicial interest in a matter if;

- a) a member of the public, who knows the relevant facts, would reasonably think your personal interest is so significant that it is likely to prejudice your judgment of the public interest; and
- b) the matter affects your financial interests or relates to a licensing or regulatory matter; and
- c) the interest does not fall within one of the exempt categories at paragraph 10(2)(c) of the Code of Conduct.

### **What do I need to do if I have a prejudicial interest?**

If you have a prejudicial interest you must withdraw from the meeting. However, under paragraph 12(2) of the Code of Conduct, if members of the public are allowed to make representations, give evidence or answer questions about that matter, you may also make representations as if you were a member of the public. However, you must withdraw from the meeting once you have made your representations and before any debate starts.

