

Agenda

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Audit and Governance Committee

Date: **Thursday 28 June 2012**

Time: **6.00 pm**

Place: **Town Hall**

For any further information please contact:

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Audit and Governance Committee

Membership

Chair	Councillor Mike Rowley	Barton and Sandhills;
Co-Vice-Chair	Councillor David Rundle Councillor Craig Simmons	Headington; St. Mary's;
	Councillor Tony Brett	Carfax;
	Councillor Mary Clarkson	Marston;
	Councillor Roy Darke	Headington Hill and Northway;
	Councillor James Fry	North;

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AGENDA

	Pages
1 APOLOGIES FOR ABSENCE	
2 DECLARATIONS OF INTEREST	
3 STATEMENT OF ACCOUNTS FOR THE YEAR ENDING 31ST MARCH 2012	1 - 142
<p>The Head of Finance has submitted a report which presents the Statement of Accounts for the year ending 31st March 2012.</p> <p>The Committee is asked to note the contents of the Statement of Accounts certified by the Executive Director (Organisational Development and Corporate Services) prior to their submission to the external auditors.</p>	
4 2011/12 ANNUAL GOVERNANCE STATEMENT	143 - 152
<p>The Head of Law and Governance has submitted a report, which presents the 2011/12 Annual Governance Statement for approval.</p> <p>The Committee is asked to approve the 2011/12 Annual Governance Statement.</p>	
5 AUDIT COMMISSION PROGRESS REPORT	153 - 162
<p>The Head of Finance has submitted a report on behalf of the Audit Commission which details the progress made in delivering the work set out in the 2011/12 audit plan.</p> <p>The Committee is asked to comment on and note the report.</p>	
6 INTERNAL AUDIT ANNUAL REPORT - PRICEWATERHOUSECOOPERS (PWC)	163 - 180
<p>The Head of Finance has submitted a report on behalf of the Council's Internal Auditors, Pricewaterhousecoopers (PWC), which provides a commentary of internal audit activity for the 2011/12 year.</p> <p>The Committee is asked to comment on and note the report.</p>	
7 RISK MANAGEMENT QUARTERLY REPORTS - QUARTER 4, 2011/12	181 - 188
<p>The Head of Finance has submitted a report which updates the Committee on both corporate and service risks as at the end of quarter 4, 31st March</p>	

2012.

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

8 PROGRESS ON THE IMPLEMENTATION OF AUDIT RECOMMENDATIONS 189 - 198

The Head of Finance has submitted a report which updates the Committee progress on the implementation of internal and external audit recommendations.

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

9 INVESTIGATION TEAM, FINANCE, PERFORMANCE 2011/12 199 - 204

The Head of Finance has submitted a report the purpose of which is to report to the Committee the Investigation Team's performance for the period 2011/2012 and to update Members on Fighting Fraud Locally.

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

10 MINUTES 205 - 212

Minutes of the meetings held on 16th April and 23rd May 2012.

11 DATES OF FUTURE MEETINGS

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

Thursday 27th September 2012
Thursday 29th November 2012
Thursday 28th February 2013
Thursday 18th April 2013

12 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

13 ALLEGATIONS OF INTERNAL FRAUD, INVESTIGATIONS AND OUTCOMES 2011/12 213 - 220

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.

