

# Agenda

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## Audit and Governance Committee

Date: **Thursday 27 September 2012**

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Time: **6.00 pm**

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Place: **Town Hall**

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# Audit and Governance Committee

## Membership

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

### **HOW TO OBTAIN AGENDA**

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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**

This report was not available when the main agenda was printed and will be circulated separately prior to the meeting.

**4 ANNUAL GOVERNANCE REPORT - AUDIT COMMISSION**

This report was not available when the main agenda was printed and will be circulated separately prior to the meeting.

**5 INTERNAL AUDIT SUMMARY REPORT - 2012/13 PLAN - PRICEWATERHOUSECOOPERS (PWC)**

1 - 10

The Head of Finance has submitted a report on behalf of the Council's Internal Auditors, Pricewaterhousecoopers (PWC) which provides an update of the work undertaken as part of the 2012/13 Audit Plan.

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

**6 INSURANCE REVIEW - PRICEWATERHOUSECOOPERS (PWC)**

11 - 28

The Head of Finance and submitted a report on behalf of the Council's Internal Auditors, Pricewaterhousecoopers (PWC) which sets out the findings from a review of insurance.

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

**7 PROGRESS ON THE IMPLEMENTATION OF AUDIT RECOMMENDATIONS**

29 - 40

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.

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

**8 MINUTES**

41 - 46

Minutes from the meeting held on 28<sup>th</sup> June 2012.

## **9 DATES OF FUTURE MEETINGS**

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

Thursday 29<sup>th</sup> November 2012

Thursday 28<sup>th</sup> February 2013

Thursday 18<sup>th</sup> April 2013

## **10 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.

## **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.

<sup>1</sup> 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.

