

Agenda

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Audit and Governance Committee

Date: **Thursday 27 June 2013**

Time: **6.00 pm**

Place: **Town Hall**

For any further information please contact:

Mathew Metcalfe, Democratic and Electoral Services Officer

Telephone: 01865 252214

Email: mmetcalfe@oxford.gov.uk

Audit and Governance Committee

Membership

Chair

Vice-Chair

Councillor Tony Brett	Carfax;
Councillor Roy Darke	Headington Hill and Northway;
Councillor James Fry	North;
Councillor Mike Rowley	Barton and Sandhills;
Councillor David Rundle	Headington;
Councillor Scott Seamons	Northfield Brook;
Councillor Craig Simmons	St. Mary's;

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AGENDA

Pages

1 **ELECTION OF CHAIR FOR THE COUNCIL YEAR 2013/2014**

2 **APPOINTMENT OF VICE CHAIR FOR THE COUNCIL YEAR 2013/2014**

3 **COMMITTEE POWERS AND DUTIES**

1 - 2

The Committee's powers and duties are set out in the attachment to this agenda.

4 **APOLOGIES**

The Quorum for this Committee is three Members and substitutes are allowed.

5 **DECLARATIONS OF INTEREST**

Members are asked to declare any disclosable pecuniary interests they may have in any of the following agenda items. Guidance on this is set out at the end of these agenda pages.

6 **STATEMENT OF ACCOUNTS 2012/13**

3 - 150

Report of the Head of Finance.

This report presents for approval the Council's Statement of Accounts for the financial year ending 31st March 2013.

7 **ANNUAL GOVERNANCE STATEMENT**

151 - 158

Report of the Head of Law and Governance.

This report asks the Committee to consider and approve the Council's Annual Governance Statement. The Council is required by the Accounts and Audit Regulations 2011 annually to review its internal controls environment and produce an Annual Governance Statement. The Statement forms part of the Council's Statement of Accounts.

8	INTERNAL AUDIT PLAN 2013/14 - PRICEWATERHOUSECOOPERS (PWC)	159 - 180
	Report of the Council's internal auditors (PricewaterhouseCoopers). This report sets out the internal risk assessment and audit plan for the Council for 2013/14.	
9	AUDIT RECOMMENDATIONS - PROGRESS	181 - 186
	Report of the Head of Finance. This report updates the Committee on the progress made on the implementation of internal and external audit recommendations.	
10	EXTERNAL AUDIT - UPDATE - ERNST AND YOUNG	
	The Council's external auditors (Ernst and Young) will give an oral update to the Committee and will formally be reporting the 2013/14 Audit Fee.	
11	INVESTIGATIONS TEAM - END OF YEAR REPORT	187 - 198
	Report of the Head of Finance. This report sets out the Investigations Team's performance for 2012/13. It also updates the Committee on Fighting Fraud Locally and the potential risk of loss through fraud.	
12	MINUTES	199 - 202
	Minutes of the meeting held on 18 th April 2013.	
13	DATES AND TIMES OF MEETINGS	
	The Committee will meet on the following dates in 2013/14 at 6.00pm in the Town Hall:- Thursday 26 th September 2013 Thursday 28 th November 2013 Thursday 2 ^{7th} February 2014 Thursday 24 th April 2014	

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.

¹ 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.

