

Agenda

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Audit and Governance Committee

Date: **Tuesday 15 September 2015**

Time: **6.00 pm**

Place: **Town Hall**

For any further information please contact:

**Jennifer Thompson, Committee and Members Services
Officer**

Telephone: 01865 252275

Email: democraticservices@oxford.gov.uk

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 Chewe Munkonge
	Councillor Michele Paule
	Councillor David Thomas

The quorum for this meeting is three members. Substitutes are permitted.

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AGENDA

Pages

1 **APOLOGIES FOR ABSENCE**

2 **DECLARATIONS OF INTEREST**

3 **AUDIT RESULTS REPORT 2014/15**

Annual Audit Results report for the year ending 31 March 2015 submitted by the external auditors Ernst & Young **(to follow)**.

Recommendations: that the Committee note the report and comments from the external auditors and the Head of Financial Services.

4 **STATEMENT OF ACCOUNTS FOR THE YEAR ENDING 31 MARCH 2015**

Report of the Head of Financial Services **(to follow)**.

Purpose: This sets out the audited Council's Statement of Accounts for approval. The Letter of Representation is also attached.

Recommendations: that the Committee resolve to

1. approve the audited Statement of Accounts and authorise the Head of Finance and Chair of the Committee to sign the Statement of Accounts; and
2. approve the Letter of Representation to enable the opinion to be issued

5 **INTERNAL AUDIT PROGRESS REPORT: QUARTER 1 2015/16**

7 - 18

Report of the Internal Auditor.

Purpose: The report sets out progress in Quarters 1 and 2 against the approved 2015/16 Audit Plan. Progress against the reviews scheduled for completion in Quarters 1 and 2 is shown in Appendix One. The remainder of the audit plan will be addressed by the Council's new internal auditors.

Summaries of reports issued since the last meeting are included.

Full reports on:

- Health and safety: Housing stock and corporate assets
- Managing capital projects
- Planning applications

are attached to this agenda.

Recommendation: the Committee is asked to discuss and note the progress report and the internal audit reports attached.

11 DATES AND TIMES OF MEETINGS

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

16 December 2015

1 March 2016

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; licenses 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 member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.