

These notes indicate the decisions taken at this meeting and the officers responsible for taking the agreed action. For background documentation please refer to the agenda and supporting papers available on the Council's web site ([www.oxfordshire.gov.uk](http://www.oxfordshire.gov.uk).)

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## AUDIT & GOVERNANCE COMMITTEE - WEDNESDAY, 8 JULY 2015

<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
<b>1. Apologies for Absence and Temporary Appointments</b>	Councillor Stewart Lilly in place of Councillor David Bartholomew Dr Geoff Jones	HLC (A. Newman)
<b>2. Declaration of Interests</b>	There were none.	
<b>3. Minutes</b>  To approve the minutes of the meeting held on 10 June 2015 ( <b>AG3</b> ) and to receive information arising from them.	Approved and signed	HLC (A. Bartlett)
<b>4. Petitions and Public Address</b>	There were none.	
<b>5. Item of Urgent Business - Senior Officer Appointments</b>	The Committee noted that a report on the changes following Senior Officer Appointments would be brought back to the next meeting and AGREED the proposal put forward by the Leader of the Council that the Committee would be consulted on any future draft proposals on this matter.	HLC (S. Whitehead)  Leader
<b>6. Corporate Lead Presentation</b>  There are eleven 'Corporate Leads' that provide assurance on an issue for governance purposes. The Audit & Governance Committee has asked to be given presentations from each Corporate Lead during the year so that they can better understand each area, particularly		

...Decisions... Decisions...

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<p>focusing on the assurance process:</p> <ul style="list-style-type: none"> <li>• How Corporate Leads assure themselves (and then directors) that things are well within their areas; and</li> <li>• How Leads decide that issues need to be mentioned for 'Action'; and</li> <li>• How leads ensure that their area complies with regulations and the law.</li> </ul> <p>The Committee will receive the remaining Corporate Leads presentation – Project and Programme Management.</p> <p><b><i>The Committee is RECOMMENDED to receive the presentation.</i></b></p>	<p>The Committee received the presentation.</p>	<p>DEE (A. Bailey)</p>
<p><b>7. Fire &amp; Rescue Service Statement of Assurance 2014/15</b></p> <p>The Fire and Rescue National Framework for England (the Framework) sets out a requirement for fire and rescue authorities to provide an annual statement of assurance on financial, governance and operational matters and to show how they have due regard to the requirements of the Framework and the expectations set out in authorities' own integrated risk management plans.</p> <p>To demonstrate this, the Framework requires that each authority must publish an annual statement of assurance. The Statement of Assurance 2014/15 document is intended to meet the obligation to produce this statement through reference to public webpages, existing reports and documents. The report was prepared following the Department for Communities and Local Government guidance on statements of assurance for fire and rescue authorities in England. The structure of the report was based on guidance contained in Chief Fire Officers</p>		

...Decisions... Decisions...

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<p>Association (CFOA) Circular 2013-10 appendix - draft table of contents statement of assurance. The statement of assurance is intended to be published on the public website only; it is not intended to produce hard copy versions. The OCC Annual Governance Statement 2014/15 makes reference to the statement of assurance and provides a link to the web address. The statement of assurance should be signed on behalf of Oxfordshire County Council by Councillor Rodney Rose, Cabinet Member with responsibility for the fire and rescue service.</p> <p><b><i>The Audit &amp; Governance Committee is RECOMMENDED to consider the Statement of Assurance 2014/15 for approval.</i></b></p>	<p>Agreed.</p>	<p>CFO (S. Furlong)</p>
<p><b>8. Annual Report of the Monitoring Officer</b></p> <p>The Audit and Governance Committee is responsible for promoting standards of conduct for elected councillors and co-opted members and for ensuring the integrity of the democratic decision-making process. Consequently, the Monitoring Officer reports annually to this Committee on relevant actions and issues that have occurred in the previous year. This report therefore summarises certain activities for the year 2014/15.</p> <p><b><i>The Committee is RECOMMENDED to consider and endorse the report.</i></b></p>	<p>Agreed.</p>	<p>HLC</p>
<p><b>9. Annual Report of the Chief Internal Auditor</b></p> <p>This is the annual report of the Chief Internal Audit, summarising the outcome of the Internal Audit work in 2014/15, and providing an opinion on the Council's System of Internal Control. The opinion is one of the sources of assurance for the</p>		

...Decisions... Decisions...

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<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
<p>Annual Governance Statement.</p> <p><b><i>The Committee is RECOMMENDED to consider and endorse the report.</i></b></p>	Agreed.	HLC (I. Dyson)
<p><b>10. Ernst &amp; Young</b></p> <p>Representatives of Ernst &amp; Young will attend for the following items:</p> <p>Oxfordshire County Council Progress Report July 2015 (<b>AG9</b>); Oxfordshire Pension Fund Audit Plan (<b>AG9</b>); Local Government Sector Update, including Questions (<b>AG9</b>).</p> <p><b><i>The Committee is RECOMMENDED to note the reports.</i></b></p>	Agreed.	Ernst & (D Young Rice)
<p><b>11. Report from the Audit Working Group</b></p> <p>The report summarises the matters arising at the meeting of Audit Working Group on 11 June 2015.</p> <p><b><i>The Committee is RECOMMENDED to note the report.</i></b></p>	Agreed.	HLC (I. Dyson)
<p><b>12. Treasury Management Outturn 2014/15)</b></p> <p>The report sets out the Treasury Management activity undertaken in the financial year 2014/15 in compliance with the CIPFA Code of Practice. The report includes Debt and Investment activity, Prudential Indicator Outturn, Investment Strategy, and interest receivable and payable for the financial year.</p> <p><b><i>The Committee is RECOMMENDED to note the report, and to RECOMMEND Council to note the Council's Treasury Management Activity in 2014/15.</i></b></p>	Agreed.	CFO (L. Gosling)

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## AUDIT & GOVERNANCE COMMITTEE - WEDNESDAY, 8 JULY 2015

RECOMMENDATIONS FROM THE AGENDA	DECISIONS	ACTION
<p><b>13. Statement of Accounts 2014/15</b></p> <p>The Accounts and Audit Regulations 2011 require the Chief Finance Officer to sign the Statement of Accounts no later than 30 June, and certify that they give a true and fair view of the County Council's position. This report presents the accounts certified by the Chief Finance Officer to the Audit &amp; Governance Committee for information, before the start of the public inspection period and the commencement of the audit. The Audit &amp; Governance Committee will be asked to consider and approve the accounts at its meeting on 16 September 2015, when the findings of the audit are available.</p> <p>An overview of the financial position of the Council at 31 March 2015 is contained in the explanatory foreword. A simplified summary of the accounts is attached at Annex 1. The full 2014/15 Statement of Accounts is attached at Annex 2.</p> <p><b>The Committee is RECOMMENDED to note:</b></p> <p><b>(a) the Summary Accounts 2014/15; and</b></p> <p><b>(b) the Statement of Accounts for 2014/15 to be submitted to the Auditor.</b></p>	<p>Agreed.</p> <p><i>Note: The Committee paid tribute to the Finance Team.</i></p>	<p>CFO (K. Wilcox)</p>
<p><b>14. Annual Governance Statement - 2014/15</b></p> <p>The County Council has approved and adopted a code of corporate governance, which is consistent with the principles of the CIPFA/SOLACE Framework 'Delivering Good Governance in Local Government'. Corporate Governance is the framework of accountability to users, stakeholders and the wider community,</p>		

...Decisions... Decisions...

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<p>within which organisations take decisions and lead and control their functions, to achieve their objectives. The quality of corporate governance is a key determinant of the quality of the services that we provide. This Statement (<b>AG12</b>) explains how the County Council has complied with the Code in 2014/15. It meets the requirement to produce an Annual Governance Statement in the Accounts and Audit Regulations 2011.</p> <p>The Statement includes an update on actions identified last year that were to be carried out during 2014/15. It also lists new actions for 2015/16. The separate statement of assurance needed by the Fire and Rescue service is also mentioned.</p> <p>We normally publish the Statement at the back of the Statement of Accounts. However, to avoid duplication these two documents appear separately on this agenda.</p> <p><b><i>The Committee is RECOMMENDED to approve the Annual Governance Statement 2015/16, subject to the Head of Law &amp; Governance making any necessary amendments in the light of comments made by the Committee, after consultation with the Leader of the Council, Chief Executive and Section 151 officer.</i></b></p>	<p>Agreed.</p>	<p>HLC (D. Illingworth)</p>
<p><b>15. Update on Hampshire Partnership</b></p> <p>The Chief Finance Officer will provide the Committee with a verbal update on the status of the On Boarding Project in respect of the Partnership arrangement with Hampshire County Council for the provision of HR and Finance Services effective from 1 July 2015.</p>		

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**AUDIT & GOVERNANCE COMMITTEE - WEDNESDAY, 8 JULY 2015**

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<b><i>The Committee are RECOMMENDED to receive the presentation.</i></b>	Agreed, subject to the Committee receiving a further update at its September Meeting.	CFO
<b>16. Work Programme</b>	Agreed.	