



To: **Members of the Audit & Governance Committee**

***Notice of a Meeting of the Audit & Governance
Committee***

Wednesday, 18 January 2023 at 2.00 pm

Council Chamber - County Hall, New Road, Oxford OX1 1ND

If you wish to view proceedings, please click on the Live Stream Link on the website. Please note, that will not allow you to participate in the meeting.

Stephen Chandler
Interim Chief Executive

*Committee Officers: Committee Services
Email: committees.democraticservices@oxfordshire.gov.uk*

Membership

Chair – Councillor Roz Smith
Deputy Chair - Councillor Brad Baines

Councillors

Yvonne Constance OBE
Ted Fenton
Nick Leverton

Ian Middleton
Freddie van Mierlo
Michele Paule

Judy Roberts
Vacancy

Co-optee

Dr Geoff Jones

Notes:

- ***Date of next meeting: 15 March 2023***

Declarations of Interest

The duty to declare.....

Under the Localism Act 2011 it is a criminal offence to

- (a) fail to register a disclosable pecuniary interest within 28 days of election or co-option (or re-election or re-appointment), or
- (b) provide false or misleading information on registration, or
- (c) participate in discussion or voting in a meeting on a matter in which the member or co-opted member has a disclosable pecuniary interest.

Whose Interests must be included?

The Act provides that the interests which must be notified are those of a member or co-opted member of the authority, **or**

- those of a spouse or civil partner of the member or co-opted member;
- those of a person with whom the member or co-opted member is living as husband/wife
- those of a person with whom the member or co-opted member is living as if they were civil partners.

(in each case where the member or co-opted member is aware that the other person has the interest).

What if I remember that I have a Disclosable Pecuniary Interest during the Meeting?.

The Code requires that, at a meeting, where a member or co-opted member has a disclosable interest (of which they are aware) in any matter being considered, they disclose that interest to the meeting. The Council will continue to include an appropriate item on agendas for all meetings, to facilitate this.

Although not explicitly required by the legislation or by the code, it is recommended that in the interests of transparency and for the benefit of all in attendance at the meeting (including members of the public) the nature as well as the existence of the interest is disclosed.

A member or co-opted member who has disclosed a pecuniary interest at a meeting must not participate (or participate further) in any discussion of the matter; and must not participate in any vote or further vote taken; and must withdraw from the room.

Members are asked to continue to pay regard to the following provisions in the code that *“You must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself”* or *“You must not place yourself in situations where your honesty and integrity may be questioned.....”*.

Please seek advice from the Monitoring Officer prior to the meeting should you have any doubt about your approach.

List of Disclosable Pecuniary Interests:

Employment (includes *“any employment, office, trade, profession or vocation carried on for profit or gain”*.), **Sponsorship, Contracts, Land, Licences, Corporate Tenancies, Securities.**

For a full list of Disclosable Pecuniary Interests and further Guidance on this matter please see the Guide to the New Code of Conduct and Register of Interests at Members’ conduct guidelines. <http://intranet.oxfordshire.gov.uk/wps/wcm/connect/occ/lnsite/Elected+members/> or email democracy@oxfordshire.gov.uk for a hard copy of the document.

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named on the front page, but please give as much notice as possible before the meeting.

AGENDA

1. Apologies for Absence and Temporary Appointments

2. Declaration of Interests - see guidance note

3. Minutes (Pages 1 - 10)

To approve the minutes of the meeting held on 23 November 2022 and to receive information arising from them.

4. Petitions and Public Address

Members of the public who wish to speak at this meeting can attend the meeting in person or 'virtually' through an online connection.

To facilitate 'hybrid' meetings we are asking that requests to speak or present a petition are submitted by no later than 9am four working days before the meeting i.e., 9am on Thursday 12 January 2023. Requests to speak should be sent to jonathan.deacon@oxfordshire.gov.uk.

If you are speaking 'virtually', you may submit a written statement of your presentation to ensure your views are taken into account. A written copy of your statement can be provided no later than 9am 2 working days before the meeting. Written submissions should be no longer than 1 A4 sheet.

5. Treasury Management Strategy Statement and Annual Investment Strategy for 2023/24 (Pages 11 - 32)

Report by the Director of Finance.

The Treasury Management Strategy & Annual Investment Strategy for 2023/24 outlines the Council's strategic objectives in terms of its debt and investment management for the financial year 2023/24.

The Committee is RECOMMENDED to endorse the Treasury Management Strategy for 2023/24.

6. Financial Management Code of Practice Compliance Assessment (Pages 33 - 46)

Report by the Director of Finance.

The Chartered Institute of Public Finance and Accountancy (CIPFA) launched the Financial Management Code of Practice (FM Code) in November 2019. Local authorities are expected to demonstrate that the requirements of the FM Code are being satisfied annually from 2021/22.

The Committee is RECOMMENDED to endorse the assessment of compliance against the Financial Management Code for 2022/23.

7. Council Motion: Education Scrutiny Committee (Pages 47 - 50)

Report by the Director of Law and Governance.

The Committee is RECOMMENDED to consider the question of whether the Education Scrutiny Committee should be re-established as part of its review of the Council's scrutiny function in any governance review.

8. Annual Governance Statement 2021/22 - Update on Actions (Pages 51 - 60)

Report by the Director of Law & Governance and Monitoring Officer.

On 20 July 2022, the Committee approved the Annual Governance Statement (AGS) for the year 2021/22. Local authorities are required to prepare an AGS to be transparent about their compliance with good governance principles and to give an opinion on the effectiveness of those arrangements. As part of the process, authorities are expected to highlight particular areas of focus for the year following.

The Director of Law & Governance and Monitoring Officer presented an update to Committee on 23 November 2022 on the eight particular areas of focus identified for 2022/23. The current report updates the Committee on only those actions where an additional update is required.

The Committee is RECOMMENDED to note the update on the actions from the Annual Governance Statement 2021/22 and to make any comment upon them.

9. Internal Audit 2022/23 Progress Report (Pages 61 - 82)

Report by the Director of Finance.

The report provides an update on the Internal Audit Service, including resources, completed and planned audits.

The Committee is RECOMMENDED to note the progress with the 2022/23 Internal Audit Plan and the outcome of the completed audits.

10. Audit Working Group update (Pages 83 - 88)

Report by the Director of Finance.

This report sets out the matters considered by the Audit Working Group at the meeting held on 14 December 2022.

The Committee is RECOMMENDED to note the report.

11. Risk Management Update (Pages 89 - 92)

Report by the Corporate Director CODR.

The report sets out updates to the Strategic Risk Register 2022/23.

The Committee is RECOMMENDED to note the Risk Management Overview.

12. Ernst & Young update

A verbal update from the representatives of the external auditors, Ernst & Young.

13. Oxfordshire Pension Fund Audit Planning report (Pages 93 - 128)

Report from Ernst and Young, the Council's external auditor.

14. Committee's Work Programme (Pages 129 - 130)

To review the Committee's Work Programme.

Close of meeting

An explanation of abbreviations and acronyms is available on request from the Chief Internal Auditor.

Pre-Meeting Briefing

There will be a pre-meeting briefing at County Hall on **Date Not Specified** at **Time Not Specified** for the Chairman, Deputy Chairman and Opposition Group Spokesman.