

...Decisions... Decisions...

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.)

If you have a query please contact Lucy Tyrrell, Tel 07741 607824; E-mail: lucy.tyrrell@oxfordshire.gov.uk

AUDIT & GOVERNANCE COMMITTEE - WEDNESDAY, 27 MAY 2020

RECOMMENDATIONS FROM THE AGENDA	DECISIONS	ACTION
1. Apologies for Absence and Temporary Appointments	Cllr Jeannette Matelot advised she will continue to attend the Committee on a temporary basis.	DLG (A Newman)
2. Declaration of Interests - see guidance note	None.	
3. Minutes To approve the minutes of the meeting held on 15 January 2020 and to receive information arising from them.	The minutes of 15 January 2020 were agreed subject to the amendment to item 5/20 External Auditors, whereby Cllr Carter wished to clarify his point that he was not happy with verbal reports to, 'I am happy to receive verbal reports, however would appreciate additional narrative to aid Members with their discussions prior to the meeting'.	DLG (L Tyrrell)
4. Petitions and Public Address	None.	
5. Steve Jordan, Corporate Director, Commercial Development, Assets and Investment - Introduction to Committee and overview of role		
6. Statement of Accounts 2019/20 Update Report by Director of Finance. This report sets out the revised timetable for the publication of the 2019/20 Statement of Accounts following the publication of revised legislation and guidance in response to the COVID-19 pandemic. The report also sets out the approach to		

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<p>the Narrative Report for inclusion in the 2019/20 Statement of Accounts, including the content of the Narrative Report and the approval process before the draft Statement of Accounts is published for Public Inspection on 8 June 2020.</p> <p>The Audit and Governance Committee is RECOMMENDED to:</p> <p>a) note the revised timetable for the publication of the 2019/20 Unaudited Statement of Accounts and period of public inspection</p> <p>b) ratify the accounting policies as approved by the Chief Finance Officer and included as an appendix to this report</p> <p>c) note the content and timetable for the 2019/20 narrative report</p>	<p>Recommendations agreed.</p>	<p>DF (H Doney)</p>
<p>7. External Auditors</p> <p>Representatives from the external auditors Ernst & Young will attend to update the Committee.</p>	<p>The reports were noted.</p>	<p>E&Y (J Dawson/A Balmer)</p>
<p>8. Annual Report of the Chief Internal Auditor 2019/20</p> <p>Report by the Chief Internal Auditor.</p> <p>This is the annual report of the Chief Internal Auditor, summarising the outcome of the Internal Audit work in 2019/20, and providing an opinion on the Council's System of Internal Control. The opinion is one of the sources of assurance for the Annual Governance Statement.</p> <p><i>The committee is RECOMMENDED to consider and endorse this annual report.</i></p>	<p>Recommendation agreed.</p>	<p>DF (S Cox)</p>
<p>9. Q1 Internal Audit Strategy & Annual Plan 2020/21</p> <p>Report by Director of Finance.</p>		

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<p>This report presents the Internal Audit Strategy and Quarter 1 Internal Audit Plan for 2020/21.</p> <p><i>The Committee is RECOMMENDED to comment and note the Internal Audit Strategy for 2020/21 and Internal Audit Plan for quarter 1.</i></p>	<p>Recommendation agreed.</p>	<p>DF (S Cox)</p>
<p>10. Progress update on Annual Governance Statement Actions</p> <p>Report by Director of Law & Governance and Monitoring Officer.</p> <p>Each year the Council must approve an Annual Governance Statement. This Committee is instrumental in this and will be invited to approve a new Statement in May 2020. The Statement provides a description of the effectiveness of the Council's governance framework and an Opinion as to its sufficiency. It also normally includes a set of governance actions that will form a priority for the year ahead.</p> <p><i>The Committee is RECOMMENDED to consider and note the outcomes so far on the governance actions agreed in last year's Annual Governance Statement.</i></p>	<p>Recommendation agreed.</p>	<p>DLG (G Watson)</p>
<p>11. Scale of Election Fees and Expenditure</p> <p>Report by Director of Law & Governance and Monitoring Officer.</p> <p>Each year the Council needs to set a scale of election fees and expenditure for the holding of elections of county councillors. This Committee has delegated responsibility for approving the 'scale of fees'.</p>		<p>DLG (G)</p>

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<p><i>The Committee is RECOMMENDED to approve the Scale of Expenditure for the financial year 2020/21, as shown in Annex A to this report, for the election of County Councillors and any other local referendums.</i></p>	<p>Recommendation agreed.</p>	<p>Watson)</p>
<p>12. Audit & Governance Committee Annual Report to Council 2019</p> <p>Report by the Chairman of the Audit & Governance Committee to be presented to The Council.</p> <p><i>The Committee is RECOMMENDED to consider the Annual Report and suggest any additions or amendments.</i></p>	<p>Recommendation agreed.</p>	<p>Cllr Carter</p>
<p>13. The Future of the Joint Audit & Governance and Performance Scrutiny (Transformation) Sub-Committee</p> <p>Report from the Corporate Director for Customer and Organisational Development.</p> <p>Also attached are the draft minutes from the Joint Audit & Governance and Performance Scrutiny (Transformation) Sub-Committee of 30 January 2020 for information.</p> <p><i>The Committee is RECOMMENDED to</i></p> <p><i>a) agree, in conjunction with the Performance Scrutiny Committee, that the work of the Transformation Sub-Committee is complete in having overseen the start-up phase of the council's Transformation Programme and that future oversight now reverts back to its two parent committees; and</i></p> <p><i>b) consider on an ongoing basis which specific change activities it wishes</i></p>	<p>Recommendation agreed.</p>	<p>DCOD (C Taylor)</p>

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<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
<i>to include on its forward plan.</i>		
14. Work Programme To review the Committee's Work Programme.	Programme agreed.	