

...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 Deborah Miller, Tel: (01865) 815384; E-Mail: deborah.miller@oxfordshire.gov.uk (Andrea Newman, Tel: (01865) 810283; E-Mail: andrea.newman@oxfordshire.gov.uk)

AUDIT & GOVERNANCE COMMITTEE - WEDNESDAY, 19 NOVEMBER 2014

RECOMMENDATIONS FROM THE AGENDA	DECISIONS	ACTION
1. Apologies for Absence and Temporary Appointments	Councillor Richard Webber in place of Councillor Roz Smith	HLC (A. Newman)
2. Declaration of Interests - see guidance note	There were none.	
3. Minutes To approve the minutes of the meeting held on 17 September 2014 (AG3) and to receive information arising from them.	The Minutes of the Meeting were approved and signed subject to 'Alan Wittey' being substituted with 'Alan Witty' throughout the Minutes.	HLC (D. Miller)
4. Petitions and Public Address	There were none.	
5. Governance and Constitution Review In April 2013, the Council adopted new governance arrangements which came into effect following the May 2013 elections. The Council asked its Monitoring Officer to review the effectiveness of these decision-making arrangements a year after their coming into operation, along with the underlying Constitution. His recommendations will be considered by Full Council on 9 December. This report highlights the emerging issues. The Committee previously gave attention to this matter in September 2014 but wished to		

...Decisions... Decisions...

AUDIT & GOVERNANCE COMMITTEE - WEDNESDAY, 19 NOVEMBER 2014

<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
<p>have a more full discussion at this meeting.</p> <p><i>Audit & Governance Committee is asked to comment on the review and to RECOMMENDED Cabinet to consider and endorse the direction of travel of the review.</i></p>	<p>The Committee AGREED to endorse the direction of travel of the review subject to expressing strong reservations regarding officers taking stage 2 decisions on Transport Education Appeals.</p>	<p>HLC (G. Watson)</p>
<p>6. Corporate Governance Leads - Presentations to Audit & Governance</p> <p>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 focusing on the assurance process:</p> <ul style="list-style-type: none"> • How Corporate Leads assure themselves (and then directors) that things are well within their areas; and • How Leads decide that issues need to be mentioned for 'Action'; and • How leads ensure that their area complies with regulations and the law. <p>Lorna Baxter, Chief Finance Officer will give a presentation on Financial Management and Bethan Morgan, County Emergency Planning Officer will give a presentation on Business Continuity.</p>	<p>The Committee received presentations from Lorna Baxter and Greg Stacey.</p>	
<p>7. Treasury Management Mid Term Review 2014/15</p> <p>The Chartered Institute of Public Finance and Accountancy's (CIPFA's) Code of Practice on Treasury Management (Revised) 2011 recommends that members are informed of Treasury Management activities at least twice a</p>		

...Decisions... Decisions...

AUDIT & GOVERNANCE COMMITTEE - WEDNESDAY, 19 NOVEMBER 2014

<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
<p>year. This report ensures this authority is embracing Best Practice in accordance with CIPFA's recommendations.</p> <p><i>The Committee is RECOMMENDED to note the report, and to RECOMMEND Cabinet to note the Council's Mid-Term Treasury Management Review 2014/15.</i></p>	Agreed.	CFO (L. Gosling)
<p>8. Ernst & Young - Annual Audit Letter</p> <p>A representative of the Audit Commission will present the Letter.</p> <p><i>The Committee is RECOMMENDED to consider and receive the Letter.</i></p>	Agreed.	E&Y (A. Witty)
<p>9. Audit Working Group Report</p> <p>Report by the Chief Internal Auditor (AG9).</p> <p>The report summarises the matters arising at the meeting of the 6 November 2014.</p> <p><i>The Committee is RECOMMENDED to note the report.</i></p>	Agreed.	HLC (I. Dyson)
<p>10. Annual Governance Statement - Action Plan Progress</p> <p>The quality of corporate governance arrangements is a key determinant of the quality of services provided by organisations.</p> <p>Audit & Governance Committee approved the Annual Governance Statement (AGS) for 2013/14 in July 2014. The AGS lists six 'Actions' to be carried out in 2014/15. This report is the first of three during 2014/15 which will describe progress and any other plans that we have for each of these Actions.</p> <p><i>The Audit & Governance Committee is RECOMMENDED to note the progress</i></p>	Agreed.	CFO (D. Illingworth)

...Decisions... Decisions...

AUDIT & GOVERNANCE COMMITTEE - WEDNESDAY, 19 NOVEMBER 2014

<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
<i>on the AGS Actions.</i>		
<p>11. Openness of Local Bodies Regulations</p> <p>The Government has introduced new Regulations to ensure that members of public are able to report on meetings of local government bodies. This effectively allows the press and members of the public to film, photograph or record any Council meetings that are open to the public. The Regulations also require a written record to be kept, and reported, of certain decisions taken by officers. This report summarises the main changes.</p> <p>A protocol has been produced by the Council setting out how the rights to film, record and commentate on meetings will be implemented. This Protocol on Filming, Recording and Use of Social Media at Council Meetings is attached as an Annex, which the Committee is asked to endorse.</p> <p><i>The Committee is RECOMMENDED to note the changes brought about by the Openness of Local Government Bodies Regulations 2014 and to endorse the Protocol attached as an Annex to this report.</i></p>	<p>RESOLVED: (by 7 votes to 2) to note the changes brought about by the regulations, but reject the need for a protocol which is in any case not legally enforceable.</p>	<p>HLC (G. Watson)</p>