

## ...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](http://www.oxfordshire.gov.uk).)

If you have a query please contact Deborah Miller, Tel: (01865) 815384; E-Mail: [deborah.miller@oxfordshire.gov.uk](mailto:deborah.miller@oxfordshire.gov.uk) (Tim Peart, Tel: (01865) 323569; E-Mail: [timothy.peart@oxfordshire.gov.uk](mailto:timothy.peart@oxfordshire.gov.uk))

### AUDIT & GOVERNANCE COMMITTEE - WEDNESDAY, 24 FEBRUARY 2016

RECOMMENDATIONS FROM THE AGENDA	DECISIONS	ACTION
<b>1. Apologies for Absence and Temporary Appointments</b>	Councillor Patrick Greene in place of Councillor David Wilmshurst Mr Nick Grahame	CLO (A. Newman)
<b>2. Declaration of Interests</b>	There were none.	
<b>3. Minutes</b>  To approve the minutes of the meeting held on 13 January 2016 ( <b>AG3</b> ) and to receive information arising from them.	The minutes of the meeting were approved and signed subject to deleting the words "...members felt that this" from the penultimate paragraph of Minute 6/16.	CLO (D. Miller)
<b>4. Petitions and Public Address</b>	There were none.	
<b>5. Implications of the Account and Audit Regulations 2015</b>  The 2015 Accounts and Audit Regulations set out requirements in relation to internal control, the exercise of public rights in relation to the accounts and rules for the preparation, approval and publication of the statement of accounts. The 2015 Regulations came into force on 1 April 2015 for financial years starting on or after that date. The report highlights changes compared to the previous 2011 Regulations and the implications for the Council.		

...Decisions... Decisions...

## AUDIT & GOVERNANCE COMMITTEE - WEDNESDAY, 24 FEBRUARY 2016

RECOMMENDATIONS FROM THE AGENDA	DECISIONS	ACTION
<p><b>The Committee is RECOMMENDED to:</b></p> <p>(a) <b>note the report;</b></p> <p>(b) <b>agree that the draft statement of accounts will no longer be presented to the Committee for information;</b></p> <p>(c) <b>note that the draft Annual Governance Statement will be considered by the Audit Working Group before publication;</b></p> <p>(d) <b>agree that the Annual Governance Statement should only be presented once to the Committee, in its final draft for approval in September.</b></p>	Agreed	CFO (S. Skivington)
<p><b>6. Annual Governance Statement 2014/15 - Action Plan Progress (Quarter 3)</b></p> <p>Audit &amp; Governance Committee approved the Annual Governance Statement (AGS) for 2014/15 in July 2015. This included six actions to be followed up by the relevant corporate lead and/or directorates in 2015/16. This report is the progress report on these actions as at the end of December 2015.</p> <p><b>The Audit &amp; Governance Committee is RECOMMENDED to note the progress on the actions.</b></p>	Agreed, subject to the Committee to the receiving a presentation on the structure and operation of the Commercial Services Board in April.	CFO (K. Wilcox)
<p><b>7. Audit Committee Annual Report to Council 2015</b></p> <p>The Annual Report sets out the role of the Audit &amp; Governance Committee and summarises the work that has been undertaken both as a Committee and through the support of the Audit Working Group in 2014.</p> <p><b>The Committee is RECOMMENDED to consider the Annual Report and suggest any additions or amendments.</b></p>	Agreed, subject to the Chief Internal Auditor making a number of minor editorial changes.	HPS (I. Dyson)

...Decisions... Decisions...

## AUDIT & GOVERNANCE COMMITTEE - WEDNESDAY, 24 FEBRUARY 2016

<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
<p><b>8. SCS LEAN and IT System Update</b></p> <p>Kate Terroni, Deputy Director Joint Commissioning will attend to give a brief presentation to the Committee.</p> <p>The presentation will update the Committee on the Adult Social Care IT Project which went live in November 2015.</p> <p><b><i>The Committee is RECOMMENDED to receive the presentation.</i></b></p>	<p>The Committee thanked the Deputy Director for Joint Commissioning for her informative presentation and AGREED to receive a further presentation in April outlining:</p> <ul style="list-style-type: none"> <li>• The number of managers using the management tools on system;</li> <li>• Details of the extra investment needed to take the project forward.</li> </ul>	
<p><b>9. Update on Hampshire Partnership</b></p> <p>Lorna Baxter, Chief Finance Officer to attend to present the report that focusses on the status of the service at six months stabilisation, including issues which are still outstanding and actions taken for resolution.</p> <p><b><i>The Committee is RECOMMENDED to agree that a further update be provided in 3 months' time.</i></b></p>	<p>Agreed.</p>	<p>CFO (A. Alessandro)</p>
<p><b>10. Ernst &amp; Young Audit Plans and Sector Briefing</b></p> <p>A representative from the external auditors, Ernst &amp; Young, will attend to present the following reports:</p> <ul style="list-style-type: none"> <li>• Audit Planning Board Report;</li> <li>• Local Government Sector Briefing.</li> </ul> <p><b><i>The Committee is RECOMMENDED to note the report.</i></b></p>	<p>Agreed.</p>	<p>A. Witty</p>

...Decisions... Decisions...

## AUDIT & GOVERNANCE COMMITTEE - WEDNESDAY, 24 FEBRUARY 2016

<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
<p><b>11. Report from the Audit Working Group</b></p> <p>Report by the Chief Internal Auditor (AG11).</p> <p>The report summarises the matters arising from the most recent meeting of the Audit Working Group (AWG).</p> <p><b><i>The Committee is RECOMMENDED to note the report.</i></b></p>	<p>Agreed.</p>	<p>HPS (I. Dyson)</p>
<p><b>12. Request from Performance Scrutiny Committee</b></p> <p>At their meeting on 4 February the Performance Scrutiny Committee considered the decision of the Cabinet Member for Environment (Councillor Hudspeth substituting) made on 14 January 2016 following proper notice of a call in: Proposed Bus Lane &amp; Parking/Waiting Restrictions - Orchard Centre (Phase 2), Didcot</p> <p>The Committee agreed to refer the decision back to Cabinet on the grounds of material concerns in that the officers dealing with the matter had not been made aware of the fact that a 1500+ signature petition had been presented to Council opposing the proposal.</p> <p>During discussion Members heard that the petition had been taken into account in consideration of the County Council's response to the planning application determined by South Oxfordshire District Council. In response to questions, officers confirmed that it had not been specifically referred to in that response.</p> <p>Members in noting that the petition had been submitted to full Council raised concerns that local members had not been advised of the petition and kept informed of</p>		

...Decisions... Decisions...

## AUDIT & GOVERNANCE COMMITTEE - WEDNESDAY, 24 FEBRUARY 2016

RECOMMENDATIONS FROM THE AGENDA	DECISIONS	ACTION
<p>the response. The Committee considered that something extra was needed with regard to the protocol on Member engagement and requested that Audit &amp; Governance Committee be requested to consider this matter.</p> <p><b>The Committee is RECOMMENDED to agree that the Monitoring Officer review the protocol on Member Engagement with a specific regard to petitions and to report back to this Committee.</b></p>	<p><b>The Committee is RECOMMENDED to agree that the Monitoring Officer:</b></p> <p>(a) <b>review the protocol on Member Engagement with regard to petitions and its general effectiveness;</b></p> <p>(b) <b>include a review of key decisions in the next constitutional review.</b></p>	<p>CLO (S. Whitehead/ G. Watson)</p>
<p><b>13. Audit &amp; Governance Committee Work Programme</b></p> <p>To review the Committee's Work Programme (<b>AG13</b>).</p>	<p>The Committee agreed their work programme subject to the following additions and deletions:</p> <p><b>April</b></p> <p>Delete – External Auditors Grant Claim Report</p> <p>Add – SCS LEAN and IT system update Hampshire Update, including Age Debt and duplicate payments including DDU</p> <p><b>July</b></p> <p>Delete Annual Governance Statement 2014/15 Statement of Accounts 2015/16</p> <p><b>September</b></p> <p>Add Annual Governance Statement</p>	<p>HPS (I. Dyson)</p> <p>All to note</p>

*...Decisions... Decisions...*

**AUDIT & GOVERNANCE COMMITTEE - WEDNESDAY, 24 FEBRUARY 2016**

<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
	2014/15 Statement of Accounts 2015/16	