

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, 20 APRIL 2016

RECOMMENDATIONS FROM THE AGENDA	DECISIONS	ACTION
<b>1. Apologies for Absence and Temporary Appointments</b>	There were none.	
<b>2. Declaration of Interests</b>	There were none.	
<b>3. Minutes</b>  To approve the minutes of the meeting held on 24 February 2016 ( <b>AG3</b> ) and to receive information arising from them.	The Minutes of the Meeting held on 24 February 2016 were approved and signed.	
<b>4. Petitions and Public Address</b>	There were none.	
<b>5. Scrutiny Committees Annual Report</b>	<b>RESOLVED:</b> that the Audit & Governance Committee request the Leader of the Council, in consultation with the Group Leaders, to consider the future structure of Scrutiny with the specific option of creating an Adult & Child Social Care Scrutiny Committee.	Leader of the Council  HPS (Y. Staniford)  Maggie Scott
<b>6. Internal Audit Services - Internal Audit Strategy &amp; Annual Plan</b>  This report presents the Internal Audit progress report for 2015/16 and the		

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<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
<p>Internal Audit Strategy for 2016/17 including the first quarter's plan.</p> <p><b>The Committee is RECOMMENDED to:</b></p> <p>(a) <i>note the progress with the 15/16 Audit Plan, 15/16 Compliance Plan, 15/16 Counter Fraud Plan and the outcome of the completed audits;</i></p> <p>(b) <i>approve the interim Internal Audit Strategy for 2016/17 and the Q1 Plan; and</i></p> <p>(c) <i>agree the 2016/17 performance indicators.</i></p>	<p>Recommendations agreed.</p>	<p>CFO (I. Dyson)</p>
<p><b>7. 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>The Committee is RECOMMENDED to receive the presentation.</b></p>	<p>Recommendations agreed.</p>	<p>DSCS (K. Terroni)</p>
<p><b>8. Progress Report on the Actions in the 2014/15 Annual Governance Statement</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 is the final progress report on the actions and will be reflected in the 2015/16 Annual Governance Statement.</p> <p><b>The Audit &amp; Governance Committee is RECOMMENDED to note the progress on the actions.</b></p>	<p>Recommendations agreed.</p>	<p>CFO (I. Dyson)</p>

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<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
<p><b>9. Review of Effectiveness of Internal Audit</b></p> <p>Each year the Monitoring Officer undertakes a survey of senior managers about the effectiveness of Internal Audit at Oxfordshire County Council. There is no longer a statutory requirement for a formal annual review of the effectiveness of Internal Audit, however this Committee last year agreed that the Monitoring Officer should continue to undertake this survey and report its outcomes to the Committee.</p> <p>This report summarises the responses to the survey. In short, the survey of the extended County Council Management Team reveals a positive picture of the effectiveness of Internal Audit during the year 2015/16.</p> <p><b><i>The Committee is RECOMMENDED to note and comment upon the report.</i></b></p>	<p>Recommendations agreed.</p>	<p>CLO (G. Watson)</p>
<p><b>10. Code of Corporate Governance</b></p> <p>The Audit &amp; Governance Committee has within its Terms of Reference responsibility for governance. The views of the Committee are therefore sought on the Code of Corporate Governance a copy of which is included as an Annex to this report.</p> <p><b><i>The Committee is RECOMMENDED to:</i></b></p> <p>(a) <b><i>comment upon the Code;</i></b></p> <p>(b) <b><i>subject to any amendments agreed at the meeting, amend and update the Code of Corporate Governance for Oxfordshire County Council;</i></b></p> <p>(c) <b><i>agree that the Code continues to be reviewed every two years.</i></b></p>	<p>Recommendations agreed.</p>	<p>CLO (G. Watson)</p>

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<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
<p><b>11. Annual Monitoring Officer Report</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 2015/16.</p> <p><b><i>The Committee is RECOMMENDED to consider and endorse the report.</i></b></p>	<p>Recommendations agreed.</p>	<p>CLO (G. Watson)</p>
<p><b>12. Hampshire Update</b></p> <p>At its last meeting the Audit &amp; Governance Committee received a presentation which provided an overview of the first six months operation of the shared service arrangement between Hampshire and Oxfordshire County Council, from July to the end of December 2015. Following the presentation the Committee requested to receive a presentation on Aged Debt and duplicate payments .The Assistant Chief Finance Officer (Assurance) will give a presentation on these issues.</p>	<p>The Committee received the presentations and requested that Firefighter pensions were added to the next update.</p>	
<p><b>13. External Auditors Progress Report</b></p> <p>A representative from the external auditors, Ernst &amp; Young will attend to present the following two reports:</p> <ul style="list-style-type: none"> <li>• Local Government Audit Committee Briefing</li> <li>• Audit Plan</li> </ul> <p><b><i>The Committee is RECOMMENDED to note the reports.</i></b></p>	<p>Recommendations agreed.</p>	<p>Ernst &amp; Young (A. Witty/P. King)</p>

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<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
<p><b>14. Report from the Audit Working Group</b></p> <p>The report summarises the matters arising from the most recent meeting of the Audit Working Group (<b>AWG</b>).</p> <p><b><i>The Committee is RECOMMENDED to note the report.</i></b></p>	<p>Recommendations agreed.</p>	<p>CFO (I. Dyson)</p>
<p><b>15. Audit &amp; Governance Committee Work Programme</b></p> <p>To review the Committee's Work Programme (<b>AG15</b>).</p>	<p>The Committee agreed the Committee's work programme for July, subject to the following additions and deletions:</p> <p>Delete:</p> <p>Annual Governance Statement 2014/15 Annual Report of the Monitoring Officer Statement of Accounts</p> <p>Add:</p> <p>Firefighter pension schemes under Hampshire Update.</p>	<p>CLO (D. Miller)</p>