

...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 Colm Ó Caomhánaigh, Tel 07393 001096; E-mail: colm.oocaomhanaigh@oxfordshire.gov.uk ()

AUDIT & GOVERNANCE COMMITTEE - WEDNESDAY, 26 APRIL 2017

RECOMMENDATIONS FROM THE AGENDA	DECISIONS	ACTION
1. Apologies for Absence and Temporary Appointments	Councillor John Tanner.	CLO (A Newman)
2. Declaration of Interests - see guidance note	None.	
3. Minutes To approve the minutes of the meeting held on 8 March 2017 (AG3) and to receive information arising from them.	The minutes of the meeting were agreed and signed.	CLO (C Ó Caomhánaigh)
4. Proposed change of meeting date RECOMMENDATION: That the Committee agrees to change the date of the Committee meeting originally scheduled for 12 July 2017 to take place on 5 July 2017, starting at 2pm.	Recommendation agreed.	CLO (C Ó Caomhánaigh)
5. Petitions and Public Address	None.	
6. Annual Report of the Chief Internal Auditor 2016/17 1.10pm Report by the Chief Internal Auditor (AG6). This is the annual report of the Chief Internal Auditor, summarising the outcome of the Internal Audit work in 2016/17, and	Recommendation agreed.	DoF(S Cox)

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<p>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>The committee is RECOMMENDED to consider and endorse this annual report.</p>		
<p>7. Internal Audit Strategy & Annual Plan 2017/18</p> <p>1.40pm</p> <p>Report by the Director of Finance (AG7).</p> <p>This report presents the Internal Audit Strategy and Annual Internal Audit Plan for 2017/18.</p> <p>The committee is RECOMMENDED to:</p> <p>(a) Approve the Internal Audit Strategy for 2017/18 and 2017/18 Internal Audit Plan; and,</p> <p>(b) Approve the 2017/18 Counter-Fraud Plan.</p>	<p>The Committee:</p> <p>a) endorsed the Internal Audit Strategy for 2017/18 and the 2017/18 Internal Audit Plan; and</p> <p>b) endorsed the 2017/18 Counter-Fraud Plan.</p>	DoF(S Cox)
<p>8. Audit Committee Annual Report to Council 2016</p> <p>2.10pm</p> <p>Report by the Chairman of the Audit & Governance Committee to be presented to The Council (AG8).</p> <p>The Annual Report sets out the role of the Audit & Governance Committee and summarises the work that has been undertaken both as a Committee and through the support of the Audit Working Group in 2016/17.</p> <p>The Committee is RECOMMENDED to consider the Annual Report and</p>	<p>It was agreed that the reference to the former Audit Commission in Annex 1 paragraph 5 should be deleted.</p>	Chairman (S Cox)

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<p>suggest any additions or amendments.</p>		
<p>9. Annual Scrutiny Report</p> <p>2.30pm</p> <p>This Scrutiny Annual Report (AG9) provides a summary of the work of the council's overview and scrutiny function in 2016/17. This function includes the council's three Overview and Scrutiny Committees, and any Cabinet Advisory Groups which have been appointed by Cabinet in this time</p> <p>The Committee is asked to consider the report prior to full Council in May.</p>	<p>Recommendation agreed.</p>	<p>Leader of the Council</p> <p>CEO (M Scott)</p>
<p>10. External Auditors</p> <p>2.50pm</p> <p>A representative from the external auditors, Ernst & Young, will attend to present the following item:</p> <ul style="list-style-type: none"> • Progress Report 	<p>The Committee noted the report and fee letters.</p>	<p>Ernst & Young (A. Witty/P. King)</p>
<p>11. OFRS Statement of Assurance 2016-17</p> <p>3.10pm</p> <p>Report by the Chief Fire Officer (AG11)</p> <p>The Fire and Rescue National Framework for England (the Framework) sets out a requirement for fire and rescue authorities to provide an annual statement of assurance on financial, governance and operational matters and to show how they have due regard to the requirements of the Framework and the expectations set out in authorities' own integrated risk</p>	<p>Recommendation agreed.</p>	<p>CFO (J Green)</p>

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<p>management plans.</p> <p>To demonstrate this, the Framework requires that each authority must publish an annual statement of assurance. The Statement of Assurance 2016/17 document is intended to meet the obligation to produce this statement through reference to public webpages, existing reports and documents.</p> <p>The Committee is RECOMMENDED to approve the report.</p>		
<p>12. Annual Governance Statement</p> <p>3.40pm</p> <p>Report by the Director of Law and Governance and Monitoring Officer (AG12).</p> <p>The Audit & Governance Committee has the responsibility for approving the Council's Annual Governance Statement (AGS).</p> <p>Local authorities are required to prepare an AGS so as to be transparent about their compliance with good governance principles. This includes reporting on how they have monitored and evaluated the effectiveness of their governance arrangements in the previous year, and setting out any planned actions in the coming period.</p> <p>This report outlines the changes to the format of the Statement as recommended in good practice guidance, sets out a review of actions from last year's Statement and includes a proposed set of actions for the 2017/18 year.</p> <p>The Committee is RECOMMENDED to approve the Annual Governance</p>	<p>Recommendation agreed.</p>	<p>CLO (G Watson)</p>

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<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
<p>Statement 2016/17, subject to the Director of Law and Governance making any necessary amendments in the light of comments made by the Committee, after consultation with the Leader of the Council, Chief Executive and Section 151 officer.</p>		
<p>13. Audit Working Group report</p> <p>4.00pm</p> <p>Report by the Director of Finance (AG13)</p> <p>This report presents the matters considered by the Audit Working Group Meeting of 5 April 2017.</p> <p>The Committee is recommended to note the report.</p>	<p>Recommendation agreed.</p>	<p>DoF(S Cox)</p>
<p>14. Audit & Governance Committee Work Programme</p> <p>4.10pm</p> <p>To review the Committee's Work Programme (AG14).</p>	<p>The Committee agreed their work programme subject to the following change:</p> <p>The meeting originally scheduled for 12 July 2017 will now be held on 5 July 2017 and the Appointment of the Audit Working Group will be added to the items on the agenda for that meeting.</p>	<p>CLO (C Ó Caomhánai gh)</p>