

...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.ocaomhanaigh@oxfordshire.gov.uk

AUDIT & GOVERNANCE COMMITTEE - WEDNESDAY, 6 SEPTEMBER 2017

<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
1. Apologies for Absence and Temporary Appointments	Apologies were received from Councillor Charles Mathew (Councillor Mike Fox-Davies substituting) and Councillor Les Sibley (Councillor Michael Waine substituting).	
2. Declaration of Interests - see guidance note	None.	
3. Minutes To approve the minutes of the meeting held on 5 July 2017 and to receive information arising from them.	The minutes of the meeting of 5 July 2017, as circulated in the Addenda, were approved and signed.	DoLG (C. O Caomhanai gh)
4. Petitions and Public Address	None.	
5. Statement of Accounts 2016/17 Report from the Director of Finance The Accounts and Audit Regulations 2015 require the Director of Finance to publish the unaudited Statement of Accounts 2016/17 no later than 30 June 2017 and certify that they give a true and fair view of the County Council's financial position and income and expenditure for the year. This was achieved on 31 May 2017. The Regulations require the Statement of Accounts to be considered by a committee of the Council by 30 September 2017 and, following that consideration, to be approved by resolution of that committee.	Recommendations from the report and Addenda 2 were agreed.	DoF (S. Skivington)

...Decisions... Decisions...

AUDIT & GOVERNANCE COMMITTEE - WEDNESDAY, 6 SEPTEMBER 2017

<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
<p>This report presents the accounts to the Audit & Governance Committee for consideration and approval, with the findings of the audit available in Ernst & Young LLP's audit results reports.</p> <p>The Committee is RECOMMENDED to:</p> <p>(a) Consider and approve the Statement of Accounts 2016/17 at Annex 1;</p> <p>(b) Note the Summary Accounts 2016/17 at Annex 2;</p> <p>(c) Agree that no changes are required to the Annual Governance Statement, previously approved by the Committee on 26 April 2017;</p> <p>(d) Consider and approve the Letter of Representations 2016/17 for the Oxfordshire County Council accounts at Annex 3;</p> <p>(e) Consider and approve the Letter of Representations 2016/17 for the Oxfordshire Pension Fund accounts at Annex 4;</p> <p>(f) Agree that the Director of Finance, in consultation with the Chairman of the Committee (or Deputy Chairman in his absence), can make any further changes to the Statement of Accounts 2016/17 and / or letters of representation that may arise during completion of the audit.</p> <p>(g) Note the revisions to Notes 12 and 16 set out in the addenda.</p>		

...Decisions... Decisions...

AUDIT & GOVERNANCE COMMITTEE - WEDNESDAY, 6 SEPTEMBER 2017

<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
<p>6. External Auditors</p> <p>A representative from the external auditors, Ernst & Young, will attend to present the following items:</p> <ul style="list-style-type: none"> • Final Accounts Audit • Oxfordshire Pension Fund Audit Results Report 	<p>RESOLVED: that the Committee noted the report.</p>	<p>E&Y (P. King / A. Witty)</p>
<p>7. Internal Audit Plan - Progress Report 2016/17</p> <p>Report by the Director of Finance</p> <p>This report presents the Internal Audit progress report for 2016/17.</p> <p>The committee is RECOMMENDED to note the progress with the 17/18 Internal Audit Plan and 17/18 Counter Fraud Plan and the outcome of the completed audits.</p>	<p>Recommendation agreed.</p>	<p>DoF (S. Cox)</p>
<p>8. Transformation Update</p> <p>Presentation by Lorna Baxter, Director of Finance.</p>		
<p>9. Report on the Authority's Policy for Compliance with the Regulation of Investigatory Powers Act 2000 and Use of Activities within the Scope of this Act</p> <p>The Regulation of Investigatory Powers Act 2000 ('the Act') regulates the use of covert activities by Local Authorities. It creates the statutory framework by which covert surveillance activities may be lawfully undertaken. Special authorisation arrangements need to be put in place whenever a Local Authority considers commencing covert surveillance or considers obtaining information by the use of informants or officers acting in an undercover capacity.</p>	<p>Recommendations agreed.</p>	<p>DoLG (N. Graham)</p>

...Decisions... Decisions...

AUDIT & GOVERNANCE COMMITTEE - WEDNESDAY, 6 SEPTEMBER 2017

<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
<p>As part of the legislative regime, the Office of Surveillance Commissioners carry out inspections from time to time to examine an authority's policies, procedures, operations and administration. On 25 May 2017, Assistant Commissioner (His Honour Brian Barker CBE, QC) visited the County Council to inspect the processes of the Council and the Oxfordshire Fire and Rescue Service. This report summarises the findings of the Inspector's investigation, which were generally positive with several helpful recommendations for improvement. The Committee is invited to raise any questions or comments.</p> <p>Codes of Practice under the Act require that elected members review the Authority's use of the Act periodically and review the Authority's policy annually. This report therefore also provides a summary of the activities undertaken by Oxfordshire County Council that fall within the scope of this Act for the period from April 2016 to March 2017.</p> <p>The Committee is RECOMMENDED to:</p> <p>(a) Consider and note the use of activities within the scope of the Regulation of Investigatory Powers Act by the Council and the Office of Surveillance Commissioners report, and</p> <p>(b) Note the revised Policy and Guidance documents at Annexes 2 and 3 and to comment on any changes to the Policy for Compliance with the Regulation of Investigatory Powers Act 2000 that the committee would wish the Monitoring Officer to consider.</p>		

...Decisions... Decisions...

AUDIT & GOVERNANCE COMMITTEE - WEDNESDAY, 6 SEPTEMBER 2017

<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
<p>10. Monitoring Officer Annual Report</p> <p>Report by the Monitoring Officer</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 2016/17 including the run-up to the May 2017 election and consequent governance actions.</p> <p>The Committee is RECOMMENDED to consider and endorse the report.</p>	<p>Recommendation agreed.</p>	<p>DoLG (N. Graham)</p>
<p>11. Local Government Ombudsman's Review of Oxfordshire County Council</p> <p>Report by the Monitoring Officer.</p> <p>Each year, the Local Government Ombudsman (LGO) issues an Annual Review Report about each council in relation to the complaints made to the Ombudsman about that Council in the previous financial year. My report to this Committee therefore informs members about the LGO's Annual Review Report for Oxfordshire County Council for the year 2016/17.</p> <p>In short, fewer complaints about the Council have been upheld by the Ombudsman in 2016/17 compared to the previous year, even with slightly more complaints being referred to her. Put into the context of county council performance generally, the Council has the third lowest number of upheld complaints per 100,000</p>	<p>Recommendation agreed.</p>	<p>DoLG (N. Graham)</p>

...Decisions... Decisions...

AUDIT & GOVERNANCE COMMITTEE - WEDNESDAY, 6 SEPTEMBER 2017

<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
<p>residents (seven upheld complaints). This is an improvement on last year (fifth lowest) and remains encouraging. It continues to suggest that the Council's system of control expressed through its own complaints processes is working well.</p> <p>This is not a case for complacency however and this report sets out the LGO's findings, the wider context and also details the complaints upheld by the LGO during 2016/17.</p> <p>The Committee is RECOMMENDED to note and comment upon this report and on the Local Government Ombudsman's Annual Review of Oxfordshire County Council for 2016/17.</p>		
<p>12. Work Programme</p> <p>4.50pm</p> <p>To review the Committee's Work Programme.</p>	<p>The Committee agreed to move the following items from the September 2018 meeting to the July 2018 meeting:</p> <p>Statement of Accounts 2017/18 Ernst & Young – Final Accounts Audit</p>	<p>DoLG (C. O Caomhanai gh)</p>