

...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, 14 NOVEMBER 2018

<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
1. Apologies for Absence and Temporary Appointments	There were no apologies.	
2. Declaration of Interests - see guidance note	None	
3. Minutes To approve the minutes of the meetings held on 6 September 2018 and 12 September 2018 and to receive information arising from them.	The minutes of the meetings on 6 September 2018 and 12 September 2018 were approved and signed.	DLG (C. Ó Caomhánaigh)
4. Petitions and Public Address	None	
5. Highways Update with Skanska Skanska have been invited by the Audit & Governance Committee to provide an update on the Highways Contract, including specific focus on the Skanworks system. They will give a presentation at the meeting.		
6. Update on the Carillion Recovery & Improvement Plan Report by the Director, Capital, Investment & Delivery In July, the Audit & Governance Committee considered a report on the implementation of the Carillion Recovery & Improvement Plan. The Plan includes four phases of work following the transition of the services from Carillion (phase 1) in February 2018. These include:		

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<p>Phase 2 - Stabilisation - involving operational issues falling out of the transfer of staff and functions from Carillion</p> <p>Phase 3 - Assessment of Carillion Legacy Issues - a more detailed assessment of completed and part completed projects, as well as audits of statutory and operational compliance</p> <p>Phase 4 - Implementation – this includes the programme of work for the rectification of known defects, any work resulting from latent defects and the programme of maintenance, repairs and replacement identified from the asset surveys.</p> <p>This report outlines progress since July on phases 2 – 4 and the next steps for several strands of the project. For some areas, the work is now at the point where it is more helpfully delivered through the business-as-usual (BAU) arrangements, particularly with the new Assistant Directors now in post.</p> <p>The Committee is recommended to:</p> <p>a) consider and comment on continuing progress in implementation of the Carillion Recovery & Improvement Plan;</p> <p>b) note that the costs relating to rectification will be considered within the council’s annual budget cycle and processes for 2019/2020.</p>	<p>Recommendations agreed.</p>	<p>DCID (V. Raulia)</p>
<p>7. Treasury Management Mid Term Review 2018/19</p> <p>Report by the Director for Finance.</p> <p>The Chartered Institute of Public Finance and Accountancy’s (CIPFA’s) Code of</p>		

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<p>Practice on Treasury Management (Revised) 2011 recommends that members are informed of Treasury Management activities at least twice a year. This report ensures this authority is embracing Best Practice in accordance with CIPFA's recommendations.</p> <p>The Committee is RECOMMENDED to</p> <p>a) note the report; and</p> <p>b) recommend Cabinet to note the report and to RECOMMEND Cabinet to note the Council's Mid-Term Treasury Management Review 2018/19.</p>	<p>Recommendations agreed.</p>	<p>DF (T. Chapple)</p>
<p>8. External Auditors</p> <p>Verbal update from the External Auditors, Ernst & Young.</p>		
<p>9. Establishing A Joint Sub-Committee For The Fit For The Future Programme</p> <p>Report by the Director of Law and Governance</p> <p>In October 2018, Cabinet agreed an implementation strategy for the Council's new Operating Model that had itself been previously endorsed at the September Cabinet meeting.</p> <p>The Performance Scrutiny and Audit and Governance Committees have taken an active role in the development of the Fit for the Future programme as the programme's implementation and the functionality of the new Operating Model will have significant implications across the areas of responsibilities of both committees. Both committees are therefore expected to continue their roles of monitoring and of challenging performance, delivery,</p>		

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<p>reporting and control. The October Cabinet report noted that the Committees may wish to consider how they are organised through the life-time of the programme, including the potential establishment of individual or joint sub-committees as the business of the Committees demands.</p> <p>This report considers the requirements for new arrangements and proposes the establishment of a Joint Sub-Committee. This same report is being considered by the Performance Scrutiny on 8 November and Audit and Governance Committee on 14 November.</p> <p>The Committee is RECOMMENDED to:</p> <p>a) Agree to the establishment of a joint Sub-Committee of the Performance Scrutiny and Audit & Governance Committees as set out in paragraphs 18-20.</p> <p>b) Agree to the terms of reference set out in Annex 1.</p>	<p>Recommendations agreed.</p>	<p>DLG (R. Rogers)</p>
<p>10. Partnership Arrangements with Cherwell District Council - Joint Committees</p> <p>Report by the Monitoring Officer</p> <p>At the Audit & Governance Committee on the 12 September, members asked for further clarity as to the role and purpose of the Joint Committees established by Full Council on the 11 September to facilitate the joint working arrangements with Cherwell District Council (CDC).</p> <p>This report seeks to bring that clarity and to enable the Committee to approve the terms of reference for the Joint Committees.</p>		

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<p>The Committee is RECOMMENDED to:</p> <p>a) Agree that the proposed Joint Personnel Committee be named ‘The Joint Shared Services and Personnel Committee’;</p> <p>b) Approve the proposed terms of reference for the Joint Shared Services and Personnel Committee (as in Annex 1); and</p> <p>c) Approve the proposed terms of reference for the Joint Appeals Committee (as In Annex 1).</p>	<p>Recommendations agreed.</p>	<p>DLG (G. Watson)</p>
<p>11. Quarterly Update: Counter Fraud Strategy and Plan for 2018/19</p> <p>Report by the Director for Finance.</p> <p>This report presents a quarterly progress update of the Counter Fraud Strategy and Plan for 2018/19. The plan supports the Council’s Anti-Fraud and Corruption Strategy by ensuring that the Council has in place proportionate and effective resources and controls to prevent and detect fraud as well as investigate those matters that do arise.</p> <p>The committee is RECOMMENDED to comment and note the progress update regarding Counter Fraud Strategy and Plan for 2018/19.</p>	<p>Recommendations agreed.</p>	<p>DF (S. Cox)</p>
<p>12. Senior Staffing Arrangements</p> <p>Report by the Director of Law and Governance</p> <p>This report seeks Audit & Governance’s support for a proposed amendment to the Constitution relating to senior management appointments to ensure that those appointments within Oxfordshire County</p>		

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<p>Council are made efficiently whilst ensuring accountability. This would also avoid confusion that has arisen as to the definition of Chief Officers and Deputy Chief Officers. These terms have a statutory definition that impacts on the appointment process.</p> <p>Currently, the terms or reference of the Remuneration Committee are that it has a role in appointing Directors with no distinction made between 'Strategic Directors' and any other 'Directors'. This report proposes a distribution of responsibility that provides greater clarity. The choice of which posts should be appointed by the Remuneration Committee lies with the County Council itself and is not determined by regulations.</p> <p>This matter is entirely separate from the arrangements being finalised by the Committee for handling any joint management appointments arising from the Oxfordshire-Cherwell Partnership. The scenarios in this report are solely those that the Council is required to have in place for its own appointments outside of that context.</p> <p>The Committee is RECOMMENDED to</p> <p>(a) endorse the proposed changes to appointments in paragraphs 10 and 11;</p> <p>(b) ask Full Council to approve these changes accordingly including the necessary changes to the Pay Policy Statement; and</p> <p>(c) agree that the Monitoring Officer make the necessary textual amendments to the Constitution to give effect to Full Council's decision.</p>	<p>Recommendations agreed.</p>	<p>DLG (G. Watson)</p>

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<p>13. Audit Working Group Report</p> <p>This report presents the matters considered by the Audit Working Group Meeting of 24 October 2018.</p> <p>The Committee is RECOMMENDED to note the report.</p>	<p>Recommendations agreed.</p>	<p>DF (S. Cox)</p>
<p>14. Work Programme</p> <p>To review the Committee's Work Programme</p>	<p>The following changes were agreed:</p> <p>Additions to January 2019- Financial Management Action Plan Update (Lorna Baxter) Update on the Carillion Recovery Plan (Alexandra Bailey) Review of effectiveness of internal audit (Glenn Watson)</p> <p>Moved from January to March 2019- Governance of the Housing and Growth Deal</p> <p>Additions to March 2019- Governance of Oxfordshire Local Enterprise Partnership Highways Update (Owen Jenkins)</p>	<p>DLG (C. Ó Caomhánaigh)</p>