

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

## AUDIT & GOVERNANCE COMMITTEE - WEDNESDAY, 17 JULY 2019

RECOMMENDATIONS FROM THE AGENDA	DECISIONS	ACTION
1. <b>Election of Chairman for the 2019/20 Council Year</b>	<b>RESOLVED:</b> that Councillor Nick Carter be elected Chairman of the Committee for the 2019/20 Council Year.	
2. <b>Election of Deputy Chairman for the 2019/20 Council Year</b>	<b>RESOLVED:</b> that Councillor Tony Ilott be elected Deputy Chairman of the Committee for the 2019/20 Council Year.	
3. <b>Apologies for Absence and Temporary Appointments</b>	Apologies were received from Councillor Dr Simon Clarke (Councillor Mike Fox-Davies substituting) and Councillor Charles Mathew (Councillor Ted Fenton substituting).	DLG (A. Newman)
4. <b>Declaration of Interests - see guidance note</b>	In relation to Agenda Item 12, Councillor Roz Smith declared that she was also a councillor for Oxford City Council.	
5. <b>Minutes</b>  To approve the minutes of the meeting held on 8 May 2019 and to receive information arising from them.	The minutes of the meeting of 8 May 2019 were approved and signed.	DLG (C. Ó Caomhánaigh)
6. <b>EXEMPT ITEM</b>  In the event that any Member or Officer wishes to discuss the information in the exempt minutes, the Committee will be invited to resolve to exclude the public for the consideration of the minutes by passing a resolution in relation to that item in the following terms:		

...Decisions... Decisions...

## AUDIT & GOVERNANCE COMMITTEE - WEDNESDAY, 17 JULY 2019

RECOMMENDATIONS FROM THE AGENDA	DECISIONS	ACTION
<p><i>"that the public be excluded during the consideration of the minutes since it is likely that if they were present during that discussion there would be a disclosure of "exempt" information as described in Part I of Schedule 12A to the Local Government Act, 1972 and specified below the item in the Agenda".</i></p> <p>THE EXEMPT MINUTES HAVE NOT BEEN MADE PUBLIC AND SHOULD BE REGARDED AS 'CONFIDENTIAL' BY MEMBERS AND OFFICERS ENTITLED TO RECEIVE THEM.</p> <p>THIS IS FOR REASONS OF COMMERCIAL SENSITIVITY.</p> <p>THIS ALSO MEANS THAT THE CONTENTS SHOULD NOT BE DISCUSSED WITH OTHERS AND NO COPIES SHOULD BE MADE.</p>		
<p><b>7. Exempt Minutes</b></p> <p>To approve the exempt minutes of the meeting held on 8 May 2019 and to receive information arising from them.</p>	<p>The exempt minutes of the meeting of 8 May 2019 were approved and signed.</p>	<p>DLG (C. Ó Caomhánai gh)</p>
<p><b>8. Petitions and Public Address</b></p>	<p>Julia Spragg, Fossil-Free Oxfordshire, addressed the Committee regarding Items 9 and 10.</p>	
<p><b>9. Statement of Accounts 2018/19</b></p> <p>Report by the Director of Finance The Accounts and Audit Regulations 2015 require the Director of Finance to publish the unaudited Statement of Accounts 2018/19 no later than 31 May 2019 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 2019 and the unaudited accounts were published on the Council's website for public inspection. The</p>		

...Decisions... Decisions...

## AUDIT & GOVERNANCE COMMITTEE - WEDNESDAY, 17 JULY 2019

<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
<p>Regulations require the Statement of Accounts to be considered by a committee of the Council by 31 July 2019 and, following that consideration, to be approved by resolution of that committee. This report presents the accounts to the Audit &amp; Governance Committee for consideration and approval, with the findings of the audit available in Ernst &amp; Young LLP's audit results reports.</p> <p><b>The Committee is RECOMMENDED to:</b></p> <ul style="list-style-type: none"> <li>a) <b>Consider and approve the Statement of Accounts 2018/19 at Annex 1;</b></li> <li>b) <b>Note the Summary Accounts 2018/19 at Annex 2;</b></li> <li>c) <b>Agree that no changes are required to the Annual Governance Statement, previously approved by the Committee on 8 May 2019;</b></li> <li>d) <b>Consider and approve the Letter of Representations 2018/19 for the Oxfordshire County Council accounts at Annex 4;</b></li> <li>e) <b>Consider and approve the Letter of Representations 2018/19 for the Oxfordshire Pension Fund accounts at Annex 5;</b></li> <li>f) <b>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 2018/19 and / or letters of representation that may arise during completion of the audit.</b></li> </ul>	<p>Recommendations agreed.</p>	<p>DoF(H. Doney)</p>

...Decisions... Decisions...

## AUDIT & GOVERNANCE COMMITTEE - WEDNESDAY, 17 JULY 2019

<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
<p><b>10. External Auditors</b></p> <p>Representatives from the external auditors Ernst &amp; Young will attend to present the following items:</p> <ul style="list-style-type: none"> <li>• Oxfordshire County Council Audit Results Report</li> <li>• Oxfordshire Pension Fund Audit Results Report</li> </ul>	<p><b>RESOLVED:</b> to note the reports.</p>	<p>E&amp;Y (J. Dawson, S. Gill)</p>
<p><b>11. Treasury Management Outturn 2018/19</b></p> <p>Report by the Director of Finance</p> <p>The Chartered Institute of Public Finance and Accountancy's (CIPFA's) 'Code of Practice on Treasury Management (Revised) 2009' requires that the Council and Audit &amp; Governance Committee receives an updated report on Treasury Management activities at least twice per year. This report is the second report for the financial year 2018/19 and sets out the position as at 31 March 2019. The report will be also considered by Cabinet on 16 July.</p> <p><b>The Committee is RECOMMENDED to note the report, and to RECOMMEND Council to note the Council's Treasury Management Activity in 2018/19.</b></p>	<p><b>RESOLVED:</b> to note the report.</p>	<p>DoF (D. Ross)</p>
<p><b>12. Oxford Direct Services work arrangement</b></p> <p>Presentation on the Oxford City Council Agency Agreement for highway maintenance in the city area.</p>		
<p><b>13. Review of Corporate Security</b></p> <p>This will be a presentation by the Director for Property, Investment and Facilities Management.</p>		

...Decisions... Decisions...

## AUDIT & GOVERNANCE COMMITTEE - WEDNESDAY, 17 JULY 2019

<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
<p><b>14. Counter Fraud Strategy and Plan for 2019/20</b></p> <p>Report by the Director of Finance</p> <p>This report presents the Counter Fraud Strategy and Plan for 2019/20 and a review of activity from 2018/19.</p> <p><b>The committee is RECOMMENDED to:</b></p> <p>a) <b>note the summary of activity from 2018/19; and</b></p> <p>b) <b>comment and note the Counter Fraud Strategy and Plan for 2019/20.</b></p>	<p>Recommendations agreed.</p>	<p>DoF (S.Cox)</p>
<p><b>15. Internal Audit Charter</b></p> <p>Report by the Director of Finance</p> <p>This report presents the Internal Audit Charter and Internal Audit Quality Assurance Programme for 2019/20. These are subject to annual review.</p> <p><b>The Committee is RECOMMENDED to:</b></p> <p>a) <b>approve the Internal Audit Charter; and</b></p> <p>b) <b>note the Quality Assurance and Improvement Programme.</b></p>	<p>Recommendations agreed.</p>	<p>DoF (S.Cox)</p>
<p><b>16. Audit Working Group Report</b></p> <p>Report by the Director of Finance</p> <p>This report presents the matters considered by the Audit Working Group Meeting of 26 June 2019.</p> <p><b>The Committee is RECOMMENDED to note the report.</b></p>	<p>Recommendations agreed.</p>	<p>DoF (S.Cox)</p>

...Decisions... Decisions...

## AUDIT & GOVERNANCE COMMITTEE - WEDNESDAY, 17 JULY 2019

<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
<p><b>17. Work Programme</b></p> <p>To review the Committee's work programme.</p>	<p>It was agreed to change the date of the Committee meeting in July 2020 from 15 July to 22 July.</p> <p>The following changes were agreed to the Work Programme:</p> <p><b>11 September 2019</b> The Oxford Direct Services audit item will be taken under the Internal Audit Plan – Progress Report.</p> <p><b>13 November 2019</b> Add the following items- Financial Management Code (Lorna Baxter) Update on the Carillion Recovery Plan (Owen Jenkins) Corporate Security Update (George Eleftheriou)</p>	<p>DLG (C. Ó Caomhánaigh)</p>