

Agenda



Listening Learning Leading

Contact Officer: Kathy Fiander, Democratic Services Officer

Tel: 01491 823649

Fax: 01491 823605

E-mail: kathy.fiander@southoxon.gov.uk

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Website: <http://www.southoxon.gov.uk>

A MEETING OF THE

Audit and Corporate Governance Committee

WILL BE HELD ON TUESDAY 9 JULY 2013 AT 6.00 PM

COUNCIL CHAMBER, COUNCIL OFFICES, CROWMARSH GIFFORD

Members of the Committee:

Mr Michael Welply (Chairman)

Mr Philip Cross (Vice-
Chairman)

Mr David Bretherton
Mr John Cotton

Ms Kristina Crabbe
Mrs Margaret Davies
Mr Neville F Harris

Mr Paul Harrison

Substitutes

*Mr Roger Bell
Mr Bernard Cooper
Mrs Pat Dawe
Mr Leo Docherty*

*Mrs Eleanor Hards
Mr Stephen Harrod
Dr Christopher Hood
Mrs Denise Macdonald*

*Ms Anne Purse
Mr Robert Simister
Mr David Turner*

If you would like a copy of these papers in large print, Braille or audio cassette or have any other special requirements (such as access facilities) please contact the officer named on this agenda. Please give as much notice as possible before the meeting

- 1 Apologies**
- 2 Declaration of disclosable pecuniary interest**
- 3 Minutes of the previous meeting**

Minutes of the meeting on 19 March 2013 (previously circulated).

2012/13 items

4 Ernst & Young: progress report (Pages 5 - 10)

Purpose: to consider the summary of the work undertaken by Ernst & Young since appointment as the council's auditor on 1 September 2012. The purpose of this report is to provide the Audit & Corporate Governance Committee with an overview of the stage we have reached in the 2012/13 audit and ensure the audit is aligned with the committee's service expectations

5 Draft annual governance statement (Pages 11 - 30)

Purpose: This statement explains how South Oxfordshire District Council has complied with its local code of governance and also meets the requirements of regulation 4 of the Accounts and Audit Regulations 2011 in relation to an annual review of the effectiveness of the council's systems and the preparation and approval of an annual governance statement (AGS).

The purpose of the attached AGS is to ask the committee to consider its content, to seek clarification of any of the assurances within it and note that this version of the AGS will be amended to ensure that it is up to date when the accounts are signed in September

6 Internal audit annual report (Pages 31 - 48)

Purpose: to report on the work of internal audit in the year ended 31 March 2013, and to advise the committee of the Audit Manager's opinion on the overall adequacy and effectiveness of the internal control environment.

2013/14 items

7 Internal audit activity report (Pages 49 - 68)

Purpose: to summarise the outcomes of recent internal audit activity for the committee to consider. The committee is asked to review the report and the main issues arising, and seek assurance that action has been or will be taken where necessary.

8 Internal audit management report (Pages 69 - 76)

Purpose: to report on management issues within internal audit; to summarise the progress against the 2013/2014 audit plan up to 13 June 2013; and to summarise the priorities for quarter two 2013/2014.

9 Risk management and business continuity strategies
(Pages 77 - 104)

Purpose: to approve the business continuity strategy and the risk management strategy for 2013 to 2016

10 Committee's work programme (Pages 105 - 108)

Purpose: to consider and make recommendations on the committee's work programme for 2013/14

MARGARET REED

Head of Legal and Democratic Services