

# Agenda



Listening Learning Leading



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## A MEETING OF THE

# Joint Audit and Governance Committee

WILL BE HELD ON MONDAY 25 MARCH 2019 AT 6.30 PM

NORTHBOURNE ROOM, NORTHBOURNE ROOM, DIDCOT CIVIC HALL,  
BRITWELL ROAD, DIDCOT OX11 7JN

### Members of the Committee:

South Oxfordshire District Council  
Ian White (Co-Chairman)  
Toby Newman  
Alan Thompson  
John Walsh

Vale of White Horse District Council  
Simon Howell (Co-Chairman)  
Mike Badcock  
Debby Hallett  
Chris Palmer

### Preferred Substitutes

South Oxfordshire District Council  
Joan Bland  
David Nimmo-Smith

Vale of White Horse District Council  
Yvonne Constance  
Helen Pighills  
Judy Roberts  
Henry Spencer  
Reg Waite  
Catherine Webber

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## **1 Apologies for absence**

To record apologies for absence and the attendance of substitute members.

## **2 Minutes** (Pages 4 - 8)

To adopt and sign as a correct record the Joint Audit and Governance Committee minutes of the meeting held on 28 January 2019.

## **3 Declarations of interest**

To receive any declarations of disclosable pecuniary interests in respect of items on the agenda for this meeting.

## **4 Urgent business and chairman's announcements**

To receive notification of any matters which the chairman determines should be considered as urgent business and the special circumstances which have made the matters urgent, and to receive any announcements from the chairman.

## **5 Public participation**

To receive any questions or statements from members of the public that have registered to speak.

## **6 2017/18 Year end audit: lessons learned and corrective action**

To consider the report of the head of finance (to follow).

## **7 Statement of accounts 2018/19**

To consider the report of the head of finance (to follow).

## **8 Annual report on the councillors' code of conduct** (Pages 9 - 16)

To consider the report of the monitoring officer (attached).

## **9 Review of complaints received during 2017/18** (Pages 17 - 38)

To consider the report of the head of corporate services (attached).

## **10 South Oxfordshire and Vale of White Horse audit planning report 2018/19** (Pages 39 - 77)

To consider the report of the external auditor (attached).

**11 Corporate fraud and cyber security risk review** (Pages 78 - 92)

To consider the report of the corporate fraud officer (attached)

**12 Internal audit activity report quarter four 2018/2019** (Pages 93 - 96)

To consider the report of the internal audit manager (attached).

**13 Internal audit management report quarter four 2018/2019**  
(Pages 97 - 104)

To consider the report of the internal audit manager (attached).

**14 Internal audit annual plan 2019/20** (Pages 105 - 115)

To consider the report of the internal audit manager (attached).

**15 Work programme** (Pages 116 - 121)

To consider the work programme (attached)

**16 Programme governance review** (Pages 122 - 128)

To consider the report of the acting deputy chief executive – transformation and operations (attached)

**17 Exclusion of the public**

To consider whether to exclude members of the press and public from the meeting for the following item of business under Part 1 of Schedule 12A Section 100A(4) of the Local Government Act 1972 and as amended by the Local Government (Access to Information) (Variation) Order 2006 on the grounds that:

- (i) it involves the likely disclosure of exempt information as defined in paragraphs 1-7 Part 1 of Schedule 12A of the Act, and
- (ii) the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

**EXEMPT INFORMATION UNDER SECTION 100A(4) OF THE LOCAL GOVERNMENT  
ACT 1972**

**18 Programme governance review - confidential appendix** (Page 129)

MARGARET REED

Head of Legal and Democratic