

# Agenda



Contact Officer: Steve Culliford, Democratic Services  
Tel: 07895 213735  
E-mail: [steve.culliford@southandvale.gov.uk](mailto:steve.culliford@southandvale.gov.uk)  
Date: 14 September 2020  
Website: [www.southoxon.gov.uk](http://www.southoxon.gov.uk) [www.whitehorsedc.gov.uk](http://www.whitehorsedc.gov.uk)

## A MEETING OF THE

# Joint Audit and Governance Committee

WILL BE HELD ON TUESDAY 22 SEPTEMBER 2020 AT 6.30 PM

THIS WILL BE A VIRTUAL, ONLINE MEETING.

### Members of the Committee:

South Oxfordshire District Council  
Mocky Khan (Co-Chair)  
Peter Dragonetti  
George Levy  
Jane Murphy

Vale of White Horse District Council  
Amos Duveen  
Andy Foulsham  
Simon Howell  
Mike Pighills

### Preferred Substitutes:

South Oxfordshire District Council  
*David Bartholomew*  
*Sam Casey-Rerhaye*  
*Sarah Gray*  
*Victoria Haval*  
*Axel Macdonald*  
*Jo Robb*  
*Alan Thompson*  
*Ian White*  
*Celia Wilson*

Vale of White Horse District Council  
*Nathan Boyd*  
*Andy Cooke*  
*Eric de la Harpe*  
*Alison Jenner*  
*Janet Shelley*  
*Elaine Ware*

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## **1 Apologies for absence**

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

## **2 Co-chair of the committee**

Councillor Simon Howell has stepped down from his role as co-chair of the committee. The committee is asked to appoint a co-chair from amongst the Vale of White Horse District Council's membership.

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

To adopt and sign as a correct record the Joint Audit and Governance Committee minutes of the meeting held on 13 July 2020.

## **4 Declarations of interest**

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

## **5 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.

## **6 Public participation**

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

## **7 Internal audit plan 2020/21** (Pages 9 - 30)

To consider the internal audit manager's report.

The attached report was considered by the committee at its last meeting, during which councillors supported the proposed audit plan for 2020/21. Following the meeting, it became apparent that, due to a technical problem, the live streaming of this part of the meeting had failed and that the debate and decision to approve the audit plan was not available for the public to view online. This meant the councils were not meeting The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020 No.392, which been issued under Section 78 of the Coronavirus Act 2020. Therefore, the committee could not formally resolve to approve the audit plan.

Following the meeting, the co-chairs concluded that as committee members had supported approval of the audit plan in good faith, the internal audit manager could proceed with implementing the audit plan for 2020/21. However, the co-chairs also concluded that the committee should be asked to confirm its approval

of the audit plan at its next meeting. Therefore, this item is placed on this agenda to seek to committee's confirmation.

**8 Internal audit activity report quarters 1 and 2, 2020/21** (Pages 31 - 52)

To consider the internal audit manager's report.

**9 Internal audit management report quarters 1 and 2, 2020/21** (Pages 53 - 63)

To consider the internal audit manager's report.

**10 Annual report on the councillors' code of conduct for 2018-19 and 2019-20** (Pages 64 - 74)

To consider the monitoring officer's report.

**11 Regulation of Investigatory Powers Act 2000 - policy and procedures** (Pages 75 - 109)

To consider the head of legal and democratic's report.

**12 Review of complaints received 2018-19 and 2019-20** (Pages 110 - 124)

To consider the head of corporate services' report.

**13 Statement of accounts 2018/19 and 2019/20**

To receive a verbal update from the interim head of finance.

**14 External auditor's audit planning reports for South Oxfordshire and Vale of White Horse** (Pages 125 - 198)

To consider the report of EY, the councils' external auditor.

**15 Treasury outturn 2019/20** (Pages 199 - 219)

To consider the interim head of finance's report.

**16 Audit and governance work programme** (Pages 220 - 221)

To review the attached work programme.

MARGARET REED

Head of Legal and Democratic