



Council name	<b>COTSWOLD DISTRICT COUNCIL</b>
Name and date of Committee	<b>COUNCIL - 25<sup>th</sup> SEPTEMBER 2019</b>
Report Number	<b>AGENDA ITEM (8)</b>
Subject	<b>OVERVIEW AND SCRUTINY COMMITTEE / AUDIT COMMITTEE DECISIONS</b>
Recommendation/s	<i>That the report be noted.</i>

**Overview and Scrutiny Committee – 3 September 2019**

<b>Minute No.</b>	
OS.26	<p><b>Update on Fastershire – Broadband in the Cotswolds</b> – Committee received a presentation from the Operations Manager for Fastershire. The presentation was noted and comments made would be fed into the work plan to keep Committee updated.</p>
OS.27	<p><b>Publica Update</b> – Committee received an update from the Group Finance Director and a presentation on Salesforce from the Group Manager, Commercial Development and the Researcher and Data Analyst, who had been acting as Delivery Manager.</p> <p><b>RESOLVED</b> that the report received, and comments made, be noted.</p> <p><b>Record of Voting - for 7, against 0, abstention 0, absent 1.</b></p>
OS.28	<p><b>Use of consultants – update</b> – The Group Manager, Commissioning and Business Manager, Commissioning explained that the approach to commissioning contracts.</p> <p><b>RESOLVED</b> to endorse the report contents and Cabinet be recommended to take the decision to continue with the contract.</p> <p><b>Record of Voting - for 7, against 0, abstention 0, absent 1.</b></p>
OS.29	<p><b>Review of the Leisure and Cultural Services Contract Break Clause</b> – The Business Manager, Contracts highlighted the table relating to the contract outcomes which provided the headlines of projects.</p> <p><b>RESOLVED</b> to endorse the report contents and Cabinet be recommended to take the decision to continue with the contract.</p> <p><b>Record of Voting - for 7, against 0, abstention 0, absent 1.</b></p>

OS.30	<p><b>Terms of Reference for Task and Finish Group – Fairford and Tetbury Leisure Centre – Draft Terms of Reference had been circulated to Committee by the Chair.</b></p> <p><b>RESOLVED that framework for the group be agreed and any comments made be incorporated into the document.</b></p> <p><b>Record of Voting - for 7, against 0, abstention 0, absent 1.</b></p>
OS.31	<p><b>Summary Finance/Service Performance Report – 2019/20 Quarter 1 – The Chief Finance Officer explained issues against performance indicators.</b></p> <p><b>RESOLVED that the Committee reviews, and challenges as appropriate, service and financial performance for Quarter 1 of 2019/20; forwarding any comments to the Cabinet.</b></p> <p><b>Record of Voting - for 6, against 0, abstention 0, absent 2.</b></p>

#### Audit Committee – 25 July 2019

Minute No.	
AUD.7	<p><b>Ubico Limited – Governance Overview and Business Plan Update</b></p> <p>The Managing Director and Commercial Director of UBICO attended the meeting to give Committee an update. They were always looking for improvements to the company and highlighted issues such as; improving transparency on how the company operates; reporting finance and performance information; opening shareholders events to all Members; managing risk; more board meetings; recruitment of independent non-executive directors, including an independent chair; widening engagement with authorities, including Section 151 Officer; overview of the current governance structure.</p> <p><b>RESOLVED that the report and comments made be noted.</b></p> <p><b>Record of Voting - for 5, against 0, abstentions 0, absent 0.</b></p>
AUD.8	<p><b>Cyber Security Updates - The ICT Audit and Compliance Manager updated Committee on progress of the action plan and cyber risks.</b></p> <p><b>RESOLVED the report be noted.</b></p> <p><b>Record of Voting - for 5, against 0, abstentions 0, absent 0.</b></p>
AUD.9	<p><b>External Audit Report - The representative from Grant Thornton explained the reason for the audits not being carried out on time. The impossible timetable for public sector audits meant that audits had to be assessed on the readiness of the client to carry out their audits. As the Council were having discussions regarding accounting for the Local Government Pension Scheme Grant Thornton had to take the decision to delay the audit. They apologised to Committee and highlighted that they had been in touch with the PSSA indicating this. A detailed audit report would be presented to Committee in September 2019.</b></p>

	<p><b>RESOLVED that the Committee note the content of the report.</b></p> <p><b>Record of Voting – for 5, against 0, abstentions 0, absent 0.</b></p>
AUD.10	<p><b>Internal Audit Report</b> – Committee discussed Section 106 and CIL, Private Water Supplies, Safeguarding and training, satisfaction surveys for disability grants and more information on how SWAP – South West Audit Partnership.</p> <p><b>RESOLVED that:</b></p> <ul style="list-style-type: none"> <li>(i) <b>the Committee notes the report;</b></li> <li>(ii) <b>Concern was noted on the lack of progress of Section 106 monitoring, drawing Cabinet Members attention to this issue with the recommendation to Cabinet that progress of Section 106 agreements is regularly reported to all Members and placed on the Council’s website.</b></li> <li>(iii) <b>Officers to be invited to a future Committee to update Members on the audit of Private Water Supply.</b></li> </ul> <p><b>Record of Voting – for 5, against 0, abstentions 0, absent 0.</b></p>
AUD.11	<p><b>Corporate Risk Register Updates</b> - The Chief Finance Officer presented the report to Committee and explained that the risk registers are updated to the end of Quarter 4. Discussion on Business Rates Reform, Corporate Plan, Climate Change Emergency.</p> <p><b>RESOLVED that the Committee notes the updates to the Council’s corporate risk register.</b></p> <p><b>Record of Voting – for 5, against 0, abstentions 0, absent 0.</b></p>
AUD.12	<p><b>Annual Treasury Management Review 2018/19</b> – A presentation was given to Committee by the Client Director of Arlingham Close on short term borrowing and lending, identifying and managing risks, effectively controlling them and getting value for money.</p> <p><b>RESOLVED that any comments be forwarded to Full Council.</b></p> <p><b>Record of Voting – for 4, against 0, abstentions 0, absent 1.</b></p>
AUD.13	<p><b>Statement of Accounts</b> – Committee received the draft Statement of Accounts for 2018/19 to consider and approve for publication. An amended set of papers would be presented to Committee on 26 September 2019.</p> <p><b>RESOLVED that:-</b></p> <ul style="list-style-type: none"> <li>(i) <b>the Committee note the Accounting Policies that have been applied in producing the Statement of Accounts (pages 56 to 67 of Appendix A);</b></li> <li>(ii) <b>the draft unaudited Statement of Accounts 2018/19 be approved (as attached at Appendix A);</b></li> </ul>

	<p>(iii) that the key balances and messages from the Statement of Accounts 2018/19 be noted.</p> <p><b>Record of Voting – for 4, against 0, abstentions 0, absent 1.</b></p>
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**Overview and Scrutiny Committee - 23 July 2019**

<b>Minute No.</b>	
OS.8	<p><b>Neighbourhood Planning Update</b> – The Community Partnership Officer presented a report to update Committee.</p> <p><b>RESOLVED that:</b></p> <ul style="list-style-type: none"> <li>(a) the progress made by local communities be noted;</li> <li>(b) the Committee notes the relationship of neighbourhood plans with the Local Plan, and the opportunities and challenges this creates;</li> <li>(c) Officers be requested to produce a document highlighting the lessons learnt and the reasons why a neighbourhood plan might or might not be of value to communities.</li> </ul> <p><b>Record of Voting - for 8, against 0, abstention 0, absent 0.</b></p>
OS.9	<p><b>Healthy Communities Programme</b> – The Healthy Communities Manager attended to explain the current work programme. There were presentations to Committee from the Director of Operations for Gloucestershire Rural Community Council (GRCC) and The Fairford Surgery PPG and Community Wellbeing Programme Lead.</p> <p><b>RESOLVED that the reports received, and comments made, be noted.</b></p> <p><b>Record of Voting - for 8, against 0, abstention 0, absent 0.</b></p>
OS.10	<p><b>Leisure and Cultural Services</b> – The Business Manager Contracts gave an update. Discussion took place on the position statement on Tetbury and Fairford Sports Centres.</p> <p><b>RESOLVED that:</b></p> <ul style="list-style-type: none"> <li>(a) the report be noted;</li> <li>(b) a task and finish group be set up to look at: <ul style="list-style-type: none"> <li>- What lessons might be learnt from the approach taken to leisure provision in Fairford and Tetbury since 2013.</li> <li>- The future provision of facilities to meet current and future needs of residents;</li> </ul> <p><b>with Councillors Coleman and Theodoulou being appointed to the task and finish group, along with the Committee Chair;</b></p> </li> </ul>

	<p><b>(c) terms of reference be drawn up for the task and finish group, for consideration and approval by the Committee, including work timelines.</b></p> <p><b>Record of Voting - for 7, against 0, abstention 0, absent 1.</b></p>
OS.11	<p><b>Summary Finance/Service Performance Report – Year end 2018/19 - The Committee received a report summarising overall performance by the Council as at 2018/19 Year End, with particular focus on progress towards achieving the Council's top tasks, and efficiency measures.</b></p> <p><b>RESOLVED that the service and financial performance for Quarter 4 of 2018/19, and the comments made, be noted.</b></p> <p><b>Record of Voting - for 7, against 0, abstention 0, absent 1.</b></p>
OS.12	<p><b>Appointments to Gloucestershire County Council Scrutiny Committees –</b></p> <p><b>RESOLVED that:</b></p> <p><b>(a) Councillor Blomefield be appointed as this Council's representative on the Gloucestershire Economic Growth Scrutiny Committee, with Councillor Coleman as deputy;</b></p> <p><b>(b) Councillor Neill be appointed as this Council's representative on the GCC Health Overview and Scrutiny Committee, with Councillor Andrews as deputy.</b></p> <p><b>Record of Voting - for 6, against 0, abstention 0, absent 0</b></p>

(END)