

Actions arising from previous meetings of the Audit and Governance Committee

July 2024



WEST OXFORDSHIRE  
DISTRICT COUNCIL

Outstanding Actions			
Meeting date	Minute	Action Owner	Update
19.03.24 Corporate Risk Register Update	<b>Action Point: In relation to Carbon neutrality and whether climate neutrality figures were inclusive of all Oxfordshire districts, and therefore out of West Oxford Council's control would be queried with the Climate Team. The Climate Team would be notified and confirm this and whether in turn it should be then a WOC corporate risk.</b>	Hannah Kenyon Climate Change Manager	<p>A revision to the wording on the climate emergency risk contained in the risk register was modified. Existing control, mitigation or contingency: The Council has approved the Carbon Action Plan 2024-2030. External funding would be secured as far as possible to deliver carbon reduction projects. Follow on action (if required): Focussed delivery of key projects would be embedded in refreshed Service Delivery Plans.</p> <p>West Oxfordshire District Council has committed to becoming carbon neutral by 2030, which this relates to the Council's own operations and is not countywide. The Carbon Action Plan 2024-2030 sets out the carbon neutrality pathway for the Council and a set of actions to achieve the 2030 target.</p> <p>The UK Government also requires West Oxfordshire to be net zero by 2050 so some responsibility for achieving this districtwide target lies with the Council. The Climate Change Strategy 2021-2025 includes carbon reduction measures that the Council will facilitate. The strategy will be refreshed this year to encompass all the climate action which is underway.</p>

	<b>Action Point: In regards, to leisure and its movement from red to amber; it was suggested that working collaboratively with marketing etc. was the reason for the movement.</b>	Andy Barge Assistant Director - Communities	It was confirmed that by Andy Barge that this was correct and it was also due to the Sport England Swimming Pool Support Fund.
19.03.24 Audit and Governance Committee Effectiveness Review	Members commented that having an Independent Member on the Committee was a good idea as it would bring expertise to the Committee. However, queries were raised over whether the Independent Member would be purely a consultee position who was unable to vote on recommendations and whether a meeting would be able to be held in their absence. The Independent Member would be found through posting advert and it would be paid through the allowance scheme. <b>Action Point: The Director of Governance would look into the voting and attendance issues and come back to the Members on this query.</b> A comparative analysis would be done on other local authorities look to see if they had Independent Members. The recommendations would then go to the AGM in May.	Andrea McCaskie Director of Governance, Monitoring Officer	The Independent Persons would be non-voting co-opted members and would not affect the quorum.
19.03.24 Treasury Management Performance	It was therefore, decided that a more comprehensive report on what sectors and companies' investments that were held by the Council would come back to the Committee in a stepped and balanced approach. Once the information was brought back to the Committee, they would make recommendations to the Executive if they felt it was necessary. <b>Action Point: A more comprehensive report would be brought back to the next Committee providing a stepped approach of what investments the Council held and what the probable financial impact could be.</b>	Georgina Dyer Chief Accountant	Confirmed
19.03.24	Comments included the following:	Andrew Brown	Comments considered

<p>Provisional Member Induction</p>	<ul style="list-style-type: none"> <li>• Members expressed that a timetable like the meetings schedule was desirable. Video recordings for basic training.</li> <li>• Link up training for before/after meetings so more Members attend.</li> <li>• Exams every term for important matters such as Safeguarding and then top-ups as required which would make it less arduous.</li> <li>• More creative ways of delivering such as bar charts of correct and incorrect questions.</li> <li>• Follow up of Ninja training.</li> <li>• Find ways to track who has taken what training.</li> <li>• Cyber-security was important for all.</li> </ul> <p>The Director of Governance thanked Members for their feedback and explained that she would like to develop analysis and gateways around who needs what training without having to monitor or police Members. She wished to strike a balance of learning development that was flexible and efficient; ideally composing a list of which Councillors wanted/required which specific training. <b>Action Point: The Director of Governance further explained that she would take all comments onboard.</b></p>	<p>Business Manager, Democratic Services</p>	
-------------------------------------	---	--	--