

# Audit and Standards Committee

# Agenda

18 November 2008

The Audit and Standards Committee will meet at the **SHIRE HALL, WARWICK** on **Monday 18<sup>th</sup> November 2008 at 10:00 a.m.**

The agenda will be: -

## 1. General

(1) **Apologies for absence**

(2) **Members' Disclosures of Personal and Prejudicial Interests**

Members are reminded that they should declare the existence and nature of their personal interests at the commencement of the relevant item (or as soon as the interest becomes apparent). If that interest is a prejudicial interest the Member must withdraw from the room unless one of the exceptions applies.

(3) **Minutes of the Audit and Standards Committee meeting held on 22<sup>nd</sup> September 2008 and matters arising.**

## STANDARDS ITEMS

## 2. Standards Board for England – Case Review 2008 Digest

Report of the Strategic Director of Performance and Development

The report encloses the latest Case Review 2008 Digest.

### Recommendation

That the Committee notes the contents of the latest Case Review 2008 Digest.

For further information please contact Jane Pollard, Acting Corporate Legal Services Manager, Tel: 01926 41 2565 E-mail [janepollard@warwickshire.gov.uk](mailto:janepollard@warwickshire.gov.uk).

### **3. Codes of Conduct for local authority members and employees – a consultation**

Report of the Strategic Director of Performance and Development.

This report advises members of a new government consultation about local authority codes of conduct for members and employees. The deadline for responses is Wednesday 24 December 2008.

#### **Recommendation**

That the Committee comments on the proposals from government.

For further information please contact Jane Pollard, Acting Corporate Legal Services Manager, Tel: 01926 41 2565 E-mail [janepollard@warwickshire.gov.uk](mailto:janepollard@warwickshire.gov.uk).

### **4. Local Assessment Procedure**

Report of the Strategic Director of Performance and Development.

This report sets out the process for local assessment of complaints in Warwickshire.

#### **Recommendation**

That the Committee approves the process.

For further information please contact Jane Pollard, Acting Corporate Legal Services Manager, Tel: 01926 41 2565 E-mail [janepollard@warwickshire.gov.uk](mailto:janepollard@warwickshire.gov.uk).

## **AUDIT ITEMS**

### **5. Health and Safety Annual Report**

Report of the Strategic Director of Performance and Development.

To present a copy of the County Council's Health and Safety Annual Report for 2007/2008.

#### **Recommendation**

That Members of the Committee receive a copy of the Health and Safety Annual Report for 2007/2008 and note the issues raised.

For further information please contact Colin Jones, Facilities Support Manager, Tel 01926 412765 E-mail [colinjones@warwickshire.gov.uk](mailto:colinjones@warwickshire.gov.uk).

## **6. Corporate Governance Action Plan.**

Report of the Strategic Director of Performance and Development

An update on the Directorate and Corporate response to the Corporate Governance Action Plan.

### **Recommendation**

- 1) That the Committee notes the progress being made both corporately and by Directorates in response to the 2007 Corporate Governance audit, and makes any comment it wishes.

For further information please contact David Carter, Strategic Director of Performance and Development, Tel. 01926 412564 E-mail [davidcarter@warwickshire.gov.uk](mailto:davidcarter@warwickshire.gov.uk) or. Jane Pollard, Acting Corporate Legal Services Manager, Tel: 01926 41 2565 E-mail [janepollard@warwickshire.gov.uk](mailto:janepollard@warwickshire.gov.uk).

## **7. Update on Case File Recording**

Report of the Strategic Director of Adult, Health and Community Services.

This report gives an update on progress made within adult social care in the area of case recording

**Recommendation** that the Committee considers and comments on the report.

For further information please contact Liz Bruce, Head of Local Commissioning, Tel: 01926 742547 E-mail [lizbruce@warwickshire.gov.uk](mailto:lizbruce@warwickshire.gov.uk).

## **8. Any Other Business**

Which the Chair decides is urgent.

## **9. Future Meeting Dates**

To note future meeting dates to be held in Shire Hall at 10:00 a.m. as follows - Monday 23 February 2009.

## **10. Report Containing Confidential or Exempt Information**

To consider passing the following resolution:

'That members of the public be excluded from the meeting for item 8 below on the grounds that their presence would involve the disclosure of confidential or exempt information as defined in paragraphs 1,2, and 7 of the Local Government Act 1972'.

(NB. Copies of extracts describing exempt information are available in Warwickshire Libraries, the County Council Handbook and the Access to Information Register held in my office).

## **11. Internal Audit Report for the period 1 April 2008 to 30 September 2008**

Report of the Strategic Director of Performance and Development

This report summarises the results of internal audit work during the period 1 April 2008 to 30 Sept 2008

**Recommendation** that the Committee notes the report

For further information please contact Garry Rollason, Audit and Risk Manager  
Tel: 01926 412679 E-mail: [garryrollason@warwickshire.gov.uk](mailto:garryrollason@warwickshire.gov.uk).

Jim Graham  
Chief Executive

Shire Hall,  
Warwick  
September 2008

### **Membership**

Councillors Sarah Boad, Les Caborn, Mick Jones, Tim Naylor,  
Bob Stevens and John Vereker CBE.

Independent Members: John Bridgeman CBE, (Chair), Rob Jeanes, Mark Magowan and Bob Meacham OBE

If you have any questions about this agenda please contact John Wright, Committee Manager, Member Services, Performance and Development Directorate, Tel. 01926 412320 or e-mail [johnwright@warwickshire.gov.uk](mailto:johnwright@warwickshire.gov.uk)