

Audit and Standards Committee

Agenda

24th February 2009

The Audit and Standards Committee will meet at the **SHIRE HALL, WARWICK** on **24th February 2009 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 18th November 2008 and matters arising.**

STANDARDS ITEMS

2. **Standards Board for England – Bulletin No. No 41**

Report of the Strategic Director Performance and Development.

This report encloses the latest issue of the Standards Board Bulletin No. 41

Recommendation

That the Committee notes the latest Standards Board Bulletin

For further information please contact John Wright, Committee Manager, Tel: 01926 412320 e-mail johnwright@warwickshire.gov.uk.

3. Mediation -Advice for Elected Members

Report of the Strategic Director Performance and Development

This report sets out advice and guidance for elected members who may be asked as community representatives to become involved in mediation.

Recommendation

That the Committee considers and comments on the content of the proposed report.

For further information please contact Jane Pollard, Corporate Legal Services Manager Tel: 01926 412565 email janepollard@warwickshire.gov.uk

4. Annual Report Of The Committee

Report of the Strategic Director Performance and Development

This reports seeks advice from the Committee on the content of their annual report. A draft report is attached for comment.

Recommendation

That the Committee approves the proposed guidance (with/without amendment)

For further information please contact Jane Pollard, Corporate Legal Services Manager Tel: 01926 412565 email janepollard@warwickshire.gov.uk

AUDIT ITEMS

5. Triennial Review of Internal Audit.

Report of the Strategic Director Performance And Development

This report summarises the outcome of the recent Audit Commission review of Internal Audit.

Recommendation

That the contents of the Audit Commission report are considered by the Committee

For further information please contact Greta Needham, Head of Law and Governance Tel: 01926 412319 Email greatneedham@warwickshire.gov.uk
Garry Rollason, Audit and Risk Manager Tel: 01926 412679 Email garryrollason@warwickshire.gov.uk

6. Contract Standing Orders 2008

Report of the Strategic Director Performance And Development

This report outlines the findings of the 2008/9 contract standing orders compliance audit.

Recommendation

That the Audit and Standards Committee considers the audit findings set out in this report and asks each Directorate to prepare an action plan to improve its compliance with Contract Standing Orders in line with the improvements identified in this report

For further information please contact Greta Needham, Head of Law and Governance Tel: 01926 412319 Email greatneedham@warwickshire.gov.uk
Garry Rollason, Audit and Risk Manager Tel: 01926 412679 Email garryrollason@warwickshire.gov.uk

7. Contract Standing Orders for Schools

Report of the Strategic Director Children, Young People & Families

This is a progress report that outlines the key developments since the launch of the New Contract Standing Orders for Schools (1st September 2008) and suggests a way forward to continue supporting schools in their procurement and contracting decisions..

Recommendation

That the Audit and Standards Committee acknowledges the progress made to date and endorses the proposals for the way forward.

For further information please contact Dharmista Harkisan-Hall Children's Partnership Manager Tel: 01926 742348 Email dharmistaharkisan-hall@warwickshire.gov.uk or Paul Fairweather Solicitor Tel: 01926 412921 paulfairweather@warwickshire.gov.uk

8. 2007/08 Use of Resources Assessment

Report of the Strategic Director Resources

This report includes the Audit Commission's 2007/08 Use of Resources assessment. Overall the Council has been assessed at Level 4

Recommendation

That the Committee notes the Audit Commission's 2007/08 Use of Resources Assessment

For further information please contact Oliver Winters, Head of Finance Tel:
01926 412441

9. Data Quality Audit report

Report of the Strategic Director Performance And Development

This report provides the Committee with a Data Quality Audit Summary report and action plan, resulting from an audit carried out by the Audit Commission in September - October 2008

Recommendation

The Audit and Standards Committee is recommended to:

- Note the findings in the Data Quality Report
- Approve the response to the recommendations made by the Audit Commission

For further information please contact Tricia Morrison, Corporate Planning and Performance Manager, Tel: 01926 736319 Email triciamorrison@warwickshire.gov.uk
Elizabeth Abbott, Performance and Improvement Officer Tel: 01926 412026 Email elizabethabbott@warwickshire.gov.uk

10. Audit and Standards Work Programme

Report of the Strategic Director Performance and Development.

This report encloses the latest work programme for the Committee

Recommendation

That the Committee consider the latest work programme for the Committee

For further information please contact John Wright, Committee Manager, Tel: 01926 412320 e-mail johnwright@warwickshire.gov.uk.

11. Any Other Business

Which the Chair decides is urgent.

12. Future Meeting Dates

To note future meeting dates to be held in Shire Hall at 10:00 a.m. as follows -
28 May 2009
21 September 2009.
23 November 2009
22 February 2010

13. 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).

14. Internal Audit Report

Report of the Strategic Director Performance and Development

This report summarises internal audit work carried out in the period 1 October 2008 to 31 December 2008

Recommendation

That the results of internal audit work in the period 1 October 2008 to 31 December 2008 be noted

For further information please contact Greta Needham Head of Law and Governance, Tel: 01926 412319 Email gretaneedham@warwickshire.gov.uk or Garry Rollason Audit and Risk Manager Tel: 01926 412679 garryrollason@warwickshire.gov.uk

Jim Graham
Chief Executive

Shire Hall,
Warwick
February 2009

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