

# Audit and Standards Committee

# Agenda

3<sup>rd</sup> February 2010

The Audit and Standards Committee will meet at the **SHIRE HALL, WARWICK** on **Wednesday 3<sup>rd</sup> February 2010 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 23<sup>rd</sup> November 2009 and matters arising.**

## STANDARDS ITEMS

### 2. Standards for England - Bulletin No 46

Report of the Strategic Director Customers, Workforce and Governance.

The report encloses the latest issues of the Standards Board Bulletin No. 46

#### **Recommendation**

That the Committee notes the latest Standards Board for England Bulletin.

For further information please contact Jane Pollard, Democratic Services Manager Tel: 01926 412565 e-mail [janepollard@warwickshire.gov.uk](mailto:janepollard@warwickshire.gov.uk).

## **AUDIT ITEMS**

### **3. Presentation by Gill Gowers, Local Commissioning Division on Direct Payments Scheme (see minute 8 of previous meeting).**

### **4. Review of Contract Standing Orders**

Report of the Strategic Director Customers, Workforce and Governance.

This report considers proposed changes to Contract Standing Orders following an internal review process.

#### **Recommendation**

That the Audit and Standards Committee considers the results of the review of Contract Standing Orders and recommends to Cabinet and to Council that the revised Contract Standing Orders attached to this report at Appendix 1 are adopted subject to any minor amendments made by the Strategic Director of Customers, Workforce and Governance and the Strategic Director of Resources in advance of those meetings.

For further information please contact David Carter, Strategic Director Tel: 01926 412564 e-mail [davidcarter@warwickshire.gov.uk](mailto:davidcarter@warwickshire.gov.uk) or Sarah Duxbury, Corporate Legal Services Manager: Tel: 01926 412090 e-mail [sarahduxbury@warwickshire.gov.uk](mailto:sarahduxbury@warwickshire.gov.uk).

### **5. Annual Audit Letter**

Report of the Strategic Director of Customers, Workforce and Governance.

To consider the Annual Audit Letter 2008/09.

#### **Recommendation**

That the Committee considers the Audit Commission's Annual Audit Letter 2008/09.

For further information please contact Oliver Winters, Head of Finance, Tel 01926 412441 e-mail [oliverwinters@warwickshire.gov.uk](mailto:oliverwinters@warwickshire.gov.uk)

### **6. Audit and Standards Work Programme**

Report of the Strategic Director of Customers, Workforce and Governance.

This report encloses the latest work programme for the Committee

## **Recommendation**

That the Committee considers the latest work programme for the Committee

For further information please contact Jean Hardwick, Committee Manager, Tel: 01926 412476 e-mail [jeanhardwick@warwickshire.gov.uk](mailto:jeanhardwick@warwickshire.gov.uk).

## **7. Any Other Business**

Which the Chair decides is urgent.

## **8. Future Meeting Dates**

To note future meeting dates to be held in Shire Hall as follows -

Tuesday 11 May 2010 at 10:00 a.m.  
Thursday 23 September 2010 at 10:00 a.m.  
Tuesday 23 November at 2:00 p.m.  
Thursday 24 February 2011 at 10:00 a.m.

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

To consider passing the following resolution:

'That members of the public be excluded from the meeting for items 10 and 11 below on the grounds that their presence would involve the disclosure of confidential or exempt information as defined in paragraphs 1,2,3 & 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).

## **10. Exempt minutes of the meeting held on 23 November 2009**

## **11. Compliance with Contract Standing Orders Audit 2009**

Report of the Strategic Director of Customers, Workforce and Governance

This report outlines the findings of the 2009/10 contract standing orders compliance audit.

## **Recommendation**

That the Committee considers the audit findings.

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  
January 2010

### **Membership**

Councillors Sarah Boad, Clare Hopkinson Tim Naylor, Helen Walton, Bob Stevens and John Vereker CBE.

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

If you have any questions about this agenda please contact Jean Hardwick, Committee Manager, Democratic Services, Customers, Workforce and Governance Directorate, Tel. 01926 412476 or e-mail [jeanhardwick@warwickshire.gov.uk](mailto:jeanhardwick@warwickshire.gov.uk)