

 <b>Finance &amp; Audit Scrutiny Committee</b> <b>– 13 April 2010</b>		<b>Agenda Item No.</b>  <div style="text-align: right; font-size: 2em;"><b>10</b></div>
<b>Title</b>		<b>End of Term Report</b>
<b>For further information about this report please contact</b>		Peter Dixon Committee Services Officer 01926 456114 <a href="mailto:committee@warwickdc.gov.uk">committee@warwickdc.gov.uk</a>
<b>Service Area</b>		Members' Services
<b>Wards of the District directly affected</b>		n/a
<b>Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006</b>		no
<b>Date and meeting when issue was last considered and relevant minute number</b>		
<b>Background Papers</b>		Agendas/minutes of 2009/10 meetings

<b>Contrary to the policy framework:</b>	No
<b>Contrary to the budgetary framework:</b>	No
<b>Key Decision?</b>	No
<b>Included within the Forward Plan? (If yes include reference number)</b>	No

<b>Officer/Councillor Approval</b>		
With regard to officer approval all reports <i>must</i> be approved by the report authors relevant director, Finance, Legal Services and the relevant Portfolio Holder(s).		
<b>Officer Approval</b>	<b>Date</b>	<b>Name</b>
Deputy Chief Executive	29.03.2010	Andrew Jones
Chief Executive		
CMT		
Section 151 Officer		
Legal		
Finance		
Portfolio Holder(s)		
<b>Consultation Undertaken</b>		
<b>Final Decision?</b>		Yes
<b>Suggested next steps (if not final decision please set out below)</b>		
This report is for recommendation to Council		

1. **SUMMARY**

- 1.1 An end of term report to the Council on the work the Committee have undertaken during the year.

2. **RECOMMENDATION**

- 2.1 It be recommended to Council that the list of matters considered by this Committee during the municipal year 2009/10, as detailed in appendix A to the report, be noted.

3. **REASONS FOR THE RECOMMENDATION**

- 3.1 Under Article 6 of the Council's constitution Overview & Scrutiny Committees and Policy Committees are required to provide an end of term report to the Council on work they have undertaken during the year.
- 3.2 The matters considered during the year are attached at appendix A to the report. This will be updated again to include matters considered at this meeting, before it is submitted to Council.

4. **ALTERNATIVE OPTION CONSIDERED**

- 4.1 There are no alternative options as this report complies with the requirements of Article 6 of the Council's Constitution.

5. **BUDGETARY FRAMEWORK**

- 5.1 The recommendations of the report do not affect the Council's budgetary framework.

6. **POLICY FRAMEWORK**

- 6.1 The recommendations of the report do not affect the Council's policy framework.

**Items considered by**  
**Finance & Audit Scrutiny Committee**  
**2009/10**

The Committee members have completed another busy year. The emphasis of their concerns has been on the need for effective business plans, continued strengthening of procurement practice and making sure that the code of financial practice is diligently and correctly observed. They are also monitoring carefully the need to cope with the threatened deficit of £2.8 million.

**AUDIT & SCRUTINY ITEMS**

Audit Opinion Plan & Audit/Inspection Fees 2009/10  
Integrated Waste Contract Signature  
Internal Audit Quarter 4 2008/09 Progress Report  
Internal Audit Annual Report  
Review of Effectiveness of Internal Audit  
Process for the approval of the Statement of Accounts  
Member Involvement in BIP Projects  
Invesco Cash Management Portfolio Performance  
Document Management Solutions Programme  
Spencer Yard – Project Management Structure  
Statement of Accounts  
Benefit Fraud Investigation – Performance and Costs  
Asset Management Update  
Procurement Strategy & Action Plan Update  
Integrated Waste Contract Update  
Internal Audit Quarter 1 2009/10 Progress Report  
2008/09 Annual Treasury Management Report  
Treasury Management Activity Report for the period April - June 2009  
Budget & Improvement Programme  
Consultation on Strengthening Local Democracy  
Local Government Pension Scheme Update  
External Auditors Governance Report  
Data Quality  
District Procurement Process  
Expenditure on Tourism (& update reports)  
Internal Audit Quarter 2 2009/10 Progress Report  
Treasury Management Activity Report for the period 1 July – 30 September 2009  
Annual Audit Letter  
Progress Report on Enterprise Projects  
Task & Finish Group Procedures  
Internal Audit Quarter 3 2009/10 Progress Report  
Internal Audit Strategy & Plan 2010/11 – 2012/13  
Treasury Management Activity Report for the period 1 October – 31 December 2009

**ROUTINE ITEMS**

Comments from the Executive  
Forward Plan  
Review of the Work Programme

## **EXECUTIVE ITEMS CONSIDERED BY THE COMMITTEE**

### **June 2009**

Final Accounts 2008/09  
Anti Fraud and Corruption Strategy  
Betterment of the District  
Review of Concurrent Services Scheme  
Court Street Creative Arches  
Building On Excellence – 21 Months On  
Customer Services Centre and Riverside House One Stop Shop  
St Nicholas Park Improvement Project  
Capita Software Services Internet and touchtone payment contract  
Racing Club Warwick  
Spencer Yard Update

### **July 2009**

Financial Projections and Budget Prospects  
Finance Monitoring 2009/10 to 31<sup>st</sup> May 2009  
Risk Management Progress Report  
Spencer Yard  
Tender for Operation of Mini Golf – St Nicholas Park  
Kenilworth Public Service Centre/Sale of Wilton House  
Fees for Legal Case – Warwick Castle

### **August 2009**

Asset Management Plan  
South Warwickshire Tourism  
Voluntary Land Registration Project  
Pump Room Gardens  
Shared Services strategy  
Overview & Scrutiny Committee and Finance & Audit Scrutiny Committee Update

### **September 2009**

The Efficiency Agenda  
Budget and Improvement Programme  
Spencer Yard  
Housing Opportunities – Purchase of Midland Heart Limited Residential Accommodation

### **October 2009**

Fees and Charges for 2010/11  
Building On Excellence  
Victoria Park Tennis Courts Floodlights Project  
Tax free bikes for work – cycle scheme  
Future of Newbold Comyn Golf Course  
Racing Club Warwick

### **November 2009**

Management of Oakley Wood  
Royal Spa Centre Report  
Sale of Wilton House  
Disposal of Bedford Street Car Park

**December 2009**

Proposed Shared Legal Services  
Use of Resources  
General Fund Base Estimates Revised 2009/10 and Original 2010/11  
Free Swimming  
Review of Concurrent Services Scheme  
Chandos Street Update  
Housing Capital Programme – Additional Expenditure and Re-Profiling of Existing Budgets  
Children’s Play Areas  
Pump Room Gardens  
Risk Management Progress Report  
Request for Early Retirement and Review of Support Services  
Finance Staffing  
Building on Excellence restructure update  
Review of Tourism and the management of the Visitor Economy

**February 2010**

Budget 2010/11 and Council Tax and Capital  
Treasury Management Strategy Plan for 2010/2011  
Budget 2010/11 and Council Tax and Capital  
Housing Rents and Housing Revenue Account 2010/11  
Heating Lighting and Water Charges 2010/11 – Council tenants  
Amendments to Scheme of Delegation  
Petitions  
Notice of Motion  
Comprehensive Area Assessment  
Future of Newbold Comyn Golf Course

**March 2010**

Review of Corporate and Strategic Risk Register  
Review of South Warwickshire Tourism Partnership  
Kenilworth Horsefair  
Bath Place  
Delivery of the Ranger Service in Jephson Gardens  
Wilton House  
Revised Corporate Business Improvement Plan  
Code of Financial Practice  
Kenilworth Public Service Centre  
Terms of Reference for Joint Working Group on sharing Senior Management and Services for Warwick and Stratford on Avon District Councils  
Agile Working  
Corporate Property Repairs & Improvements Programme 2010/11  
Principles for Strategic Asset Management  
Establishment of a Procurement Officer Post  
Textile Recycling – Donations to Charity  
The Efficiency Agenda 2008-09 to 2010-11