

		AGENDA ITEM NO.																																								
Report Cover Sheet																																										
Name and Date of Meeting:		Audit & Resources on 18 th March 2008																																								
Name and Date of Meeting:		Executive on 25 th March 2008																																								
Report Title:		Annual Audit and Inspection Letter																																								
Summary of report:		To receive a report from the Council's External Auditors who will attend the Audit & Resources meeting to which all members of the Executive are invited to attend for this item.																																								
For Further Information Please Contact (report author):		Mary Hawkins																																								
Would the recommended decision be contrary to the Policy Framework:		No																																								
Would the recommended decision be contrary to the Budgetary framework:		No																																								
Wards of the District directly affected by this decision:		None																																								
Key Decision?		No																																								
Included within the Forward Plan?		No																																								
Is the report Private & Confidential		No																																								
Background Papers:		None																																								
Consultation Undertaken Below is a table of the Council's regular consultees. However not all have to be consulted on every matter and if there was no obligation to consult with a specific consultee they will be marked as n/a.																																										
<table border="1"> <thead> <tr> <th>Consultees</th> <th>Yes/ No</th> <th>Who</th> </tr> </thead> <tbody> <tr> <td>Other Committees</td> <td></td> <td></td> </tr> <tr> <td>Ward Councillors</td> <td></td> <td></td> </tr> <tr> <td>Portfolio Holders</td> <td>Yes</td> <td>Cllr Coker</td> </tr> <tr> <td>Other Councillors</td> <td></td> <td></td> </tr> <tr> <td>Warwick District Council recognised Trades Unions</td> <td></td> <td></td> </tr> <tr> <td>Other Warwick District Council Service Areas</td> <td></td> <td></td> </tr> <tr> <td>Project partners</td> <td></td> <td></td> </tr> <tr> <td>Parish/Town Council</td> <td></td> <td></td> </tr> <tr> <td>Highways Authority</td> <td></td> <td></td> </tr> <tr> <td>Residents</td> <td></td> <td></td> </tr> <tr> <td>Citizens Panel</td> <td></td> <td></td> </tr> <tr> <td>Other consultees</td> <td></td> <td></td> </tr> </tbody> </table>				Consultees	Yes/ No	Who	Other Committees			Ward Councillors			Portfolio Holders	Yes	Cllr Coker	Other Councillors			Warwick District Council recognised Trades Unions			Other Warwick District Council Service Areas			Project partners			Parish/Town Council			Highways Authority			Residents			Citizens Panel			Other consultees		
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Officer Approval

With regard to officer approval all reports must be approved by the report authors relevant director, Finance Services and Legal Services.

Officer Approval	Date	Name
Relevant Director(s)		
Chief Executive		
CMT	28 February	
Section 151 Officer		author
Legal		
Finance		
Final Decision?		Yes
Suggested next steps (if not final decision please set out below)		

1. RECOMMENDATIONS

The Committee considers the Annual Audit and Inspection Letter and if necessary agrees any further information required from either officers or the councils auditors.

2. REASON FOR RECOMMENDATION

The Annual Audit and Inspection Letter is a letter to all members of the Council which needs to be given due consideration by appropriate committees.

3. OPTIONS CONSIDERED

As the Council's S151 Officer I could not recommend any alternative action.

4. POLICY AND BUDGET FRAMEWORK

By considering and addressing the issues raised in the letter members are acting in accordance with their priority of managing services openly, effectively and efficiently.

5. BACKGROUND

- 5.1 The report provides a summary of the Audit Commission's assessment of the Council, drawing on audit, inspection and performance assessment work and is prepared by the Council's Relationship Manager and District Auditor.
- 5.2 The Council's External Auditors will attend the Audit and Resources Overview and Scrutiny Committee for this item. Members of the Executive are invited to attend if they wish to discuss any particular matter with the Council's External Auditors.
- 5.3 The Use of Resources assessment at Table 1 in Para 32 shows that the Council has improved performance to achieve 3 in all elements of the assessment having increased the scores from 2 to 3 for Financial Reporting and Internal control.