

 Council 20 April 2016		Agenda Item No. 11(1)
Title	End of Term Report 2015/16	
For further information about this report please contact	Amy Carnall Senior Committee Services Officer 01926 456114 committee@warwickdc.gov.uk	
Wards of the District directly affected	n/a	
Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?	No	
Date and meeting when issue was last considered and relevant minute number	n/a	
Background Papers	Minutes of all 2015/16 Finance & Audit Scrutiny Committee meetings	

Contrary to the policy framework:	No
Contrary to the budgetary framework:	No
Key Decision?	No
Included within the Forward Plan? (If yes include reference number)	No
Equality & Sustainability Impact Assessment Undertaken	n/a

Officer/Councillor Approval		
Officer Approval	Date	Name
Chief Executive/Deputy		
Head of Service		
CMT		
Section 151 Officer	23/03/2016	Mike Snow
Monitoring Officer		
Finance		
Portfolio Holder(s)		
Consultation & Community Engagement		
Final Decision?		
This report is for recommendation to Council.		

1. **Summary**

- 1.1 An end of term report to the Council on the work the Committee has undertaken during the 2015/16 municipal year.

2. **Recommendation**

- 2.1 It is recommended to Council that the list of matters considered by this Committee during the municipal year 2015/16, as detailed in the Appendix to the report, be noted.

3. **Reasons for the Recommendation**

- 3.1 Under Article 6 of the Council's Constitution, Overview and 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 This report will be updated to include items considered at the 5 April 2016 meeting of the Committee, prior to it being presented to Council.

4. **Policy Framework**

- 4.1 The recommendations of the report do not affect the Council's policy framework.
- 4.2 Fit for the Future -

5. **Budgetary Framework**

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

6. **Risks**

- 6.1 There are no risks associated with this report.

7. **Alternative Option(s) considered**

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

8. **Background**

- 8.1 The decision to include end of term reports for scrutiny committees was taken and has been an agenda item at the last meeting of the municipal year ever since.
- 8.2 In total the Finance & Audit Scrutiny Committee have considered 19 Audit items, 10 Scrutiny items and 51 Executive items. On those Executive items, Members made four formal recommendations.
- 8.3 In addition, the Committee have scrutinised four contract registers, three risk registers and have invited over 56 officers to their meetings over the past year.

Items considered by Finance & Audit Scrutiny Committee 2015/16

AUDIT & SCRUTINY ITEMS

- Internal Audit Report 2014/15
- Review of Effectiveness of Internal Audit 2014/15
- Annual Governance Statement 2014/15
- Internal Audit Quarter 4 2014/15 Progress Report
- Treasury Management Activity Report for the period 1 October 2014 to 31 March 2015
- Anti-Fraud & Corruption Progress Report 2014/15
- External Audit Fees 2015/16
- Development Services Contract Register
- 2014/15 Annual Treasury Management Report
- Statement of Accounts and Annual Governance Statement 2014/15
- Grant Thornton Audit Committee Update
- Review of Cultural Services Risk Register
- Business Plan Performance management
- Progress Report on Enterprise Projects
- Internal Audit Quarter 1 2015/16 Progress Report
- Benefit Fraud Investigation – Performance
- Annual Governance Statement Action Plan 2015/16 – Review of Progress
- Review of Neighbourhood Services Contracts Register
- The Monitoring of Section 106 Contributions
- Audit Findings Report from External Auditor
- National Fraud Initiative
- Review of Development Services Risk Register
- Procurement Progress Update
- Warwick District Local Plan – Infrastructure Delivery Plan (IDP) Progress Report
- Risk Management Annual Report
- Finance Contracts Register
- Golf Contract Update
- Review of Building Cleaning Services
- Treasury Management Activity Report for the period 1 April 2015 to 30 September 2015
- Internal Audit Quarter 2 2015/16 Progress Report
- Annual Governance Statement Action Plan 2015/16: Review of Progress
- 2014/15 Annual Audit Letter and Grant Claims
- Health and Community Protection Risk Register
- Risk Management Feedback to Zurich
- Chief Executives Contracts Register
- Internal Audit Quarter 3 2015/16 Progress Report
- Annual Governance Statement Action Plan 2015/16: Review of Progress
- Procurement Progress Update
- Business Plan Performance Management Report
- The Monitoring of Section 106 Contributions
- Internal Audit Strategy & Plan 2016/17 – 2018/19 and Internal Audit Charter
- Finance Risk Register

(Items considered by the Committee on 5 April 2016 will be added to the list prior to the report's presentation to Council)

ROUTINE ITEMS

- Comments from the Executive
- Review of the Work Programme & Forward Plan

EXECUTIVE ITEMS CONSIDERED BY THE COMMITTEE

April 2015

IT Provision for Councillors from May 2015
Use of Delegated Powers – Social Housing Mobility Fund
Significant Business Risk Register
Payroll Review ®
Funding of Green Space Development Officer Post

June 2015

Final Accounts 2014/15
The Introduction of a Pre-Application Charging Regime for Development Proposals ®
Funding for Bishop's Tachbrook Community Centre
Request for Funding for Improvements to King George's Playing Field at Barford
Disposal of WDC Owned Land at Station Approach in Leamington Spa
Discretionary Relief Application (Council Tax)

July 2015

Budget Review to 30 June 2015
Gypsies and Travellers – update on the progress of the Development Plan Document to allocate sites
Exemption from the Code of Procurement Practice – Provision of Support and Re-settlement Service
Exemption from the Code of Procurement Practice – Cost Management Services
Significant Business Risk Register
Rural/Urban Capital Improvement Scheme Application

September 2015

St Mary's Lands
Housing Stock Condition Survey & Strategic Asset Management
Sustainable Community Strategy & Fit for the Future Updates and Service Area Plans 2015/16
Resolution of Rent Issues – Cadet's HQ Building
ICT Services – Establishment Changes
Urgent Item – Regulatory (Licensing) Team Restructure
Fees and Charges
Review of WDC/WCC Customer Service Centre & Digital Transformation Initiatives
Significant Business Risk Register
Council HQ Relocation Project – Part B

November 2015

Budget Review to 30 September 2015

December 2015

General Fund Budgets 2016/17
Code of Corporate Governance
Digital Transformation of Council Services
Racing Club Warwick, St Mary's Lands, Warwick
Land off Albion Street, Kenilworth
HR Resources Review

January 2016

Housing Revenue Account (HRA) Budgets latest 2015/16 and Base 2016/17
Fees and Charges – Lifeline Services (non HRA Customers)
Car Park Fees and Charges 2016/17
Significant Business Risk Register
Electric Vehicles and Charging Infrastructure
Housing Related Support Services
Urgent Report – Exemption to the Code of Procurement Practice

February 2016

Waste Container Charging
Budget 2016/17 and Council Tax – General Fund Revenue and Capital ®
Housing Revenue Account (HRA) Budget 2016/17 and Housing Rents
Heating, Lighting and Water Charges 2016/17 – Council Tenants
Treasury Management Strategy Plan for 2016/17
Multi-Storey Car Parks Condition Survey

March 2016

HRA Business Plan Review for 2016/17 to 2061/62
Funding for Coventry & Warwickshire Growth Hub
Corporate Property Planned Preventative Maintenance Programme 2016/17
Extension of Cultural Services Programme Manager Contract

(Items considered by the Committee on 5 April 2016 will be added prior to the report's presentation to Council)

April 2016

Significant Business Risk Register
Codes of Procurement Practice
Whitnash Community Hub Update and Next Steps
Proposed Public Consultation on a Masterplan for St Mary's Lands, Warwick
Review of Staff Terms and Conditions
Replacement of motors and lighting dimmers – Royal Spa Centre
Prosperity Agenda – Service Re-design proposals
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Customer Contact Role Review