

Title	End of Term Report 2012/13
For further information about this report please contact	Peter Dixon Committee Services Officer 01926 456114 committee@warwickdc.gov.uk
Service Area	Members' Services
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Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006	no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	
Background Papers	Agendas/minutes of 2012/13 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

Officer/Councillor Approval		
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).		
Officer Approval	Date	Name
Deputy Chief Executive		Andrew Jones
Chief Executive		
CMT		
Section 151 Officer		
Legal		
Finance		
Portfolio Holder(s)		
Consultation Undertaken		
Final Decision?	Yes	
Suggested next steps (if not final decision please set out below)		
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 2012/13, as detailed in Appendix 1 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 The matters considered during the year are attached at Appendix 1 to the report.

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 2012/13

AUDIT & SCRUTINY ITEMS

- Internal Audit Annual Report 2011/12
- Review of Effectiveness of Internal Audit
- Progress report on Enterprise Projects
- Internal Audit Quarter 4 2011/12 - Progress Report
- Business Plan Performance Management Update
- Treasury Management Activity Report for the Period 1 January 2012 to 31 March 2012
- Procurement Progress Update
- Review of Environmental Services Risk Register
- Newbold Comyn Leisure Centre Cashier Fraud Investigation
- Anti Fraud and Corruption Progress Report
- National Fraud Initiative
- Statement of Accounts 2011/12
- 2011/12 Annual Treasury Management Report
- Review of Rural / Urban Capital Improvement Scheme
- Housing Tax Benefit Fraud Policy & Strategy
- Internal Audit Quarter 1 2012/13 Progress Report
- Annual Governance Report from External Auditor
- Council Agenda – Thursday 27 September 2012 (Statement of Accounts)
- Review of Neighbourhood Services Risk Register
- Annual Audit Letter
- Risk Management Annual Report
- Treasury Management Activity Report for the period 1st April 2012 to 30th September 2012
- Business Plan Performance Management Report
- Local Plan Risk Register
- Review of Corporate Cash Collection and Banking Procedures
- Internal Audit Quarter 2 Report
- 2012/13 Audit Opinion Plan
- External Audit Report – Certification of Claims and Returns – Annual Report
- Procurement Bi-Annual Report
- Service Risk Register Presentation – Corporate and Community Services
- Review of Corporate Cash Collection and Banking Procedures
- Local Plan Risk Register
- Nominations for Interim Chair
- Auditing Standards – Report from External Auditors
- Local Plan Risk Register
- Event Experiment – Update
- Internal Audit Strategy and Plan 2013/14 – 2015/16
- Internal Audit Quarter 3 2012/13 Progress Report
- Review of Housing & Property Services Risk Register
- Audit Plan – 2012/13 Accounts
- Treasury Management Activity Report 2012/13

ROUTINE ITEMS

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

EXECUTIVE ITEMS CONSIDERED BY THE COMMITTEE

May 2012

- Oakley Wood Crematorium Proposed Improvements
- Feasibility Study of Leamington Assets
- Service Transformation Reserve Bid – Sports & Leisure
- Approval of Compensation Payment
- Corporate & Community Services Review
- Neighbourhood Services Review
- Retail Development in Leamington Town Centre – Update Report

June 2012

- Final Accounts 2011/12
- Concessions and Income Generation
- Corporate Property Repair & Improvement Programme 2012-13
- Expansion of Biomass Heating Programme
- Managing Events in the District - Experiment

July 2012

- Significant Business Risk Register
- Council Tax Support
- Business Rates Retention
- Neighbourhood Planning
- Purchase of Property in Kenilworth
- Old Art Gallery
- Legal Support for the Local Plan

August 2012

- Technical Reform of Council Tax
- Broadband UK
- Budget Review to 30 June 2012
- Consultation on Council Tax Support
- Cultural Services Intervention – Redundancy
- Leek Wootton Community Woodland
- Working with Bowls England

September 2012

- Integrated Waste, Grounds Maintenance and Building Cleaning Contracts Re Let
- New agreement with WCC regarding the operation of Barrack Street Car Park
- Land at Spinney Hill, Warwick
- Finance Staffing Review

October 2012

- Fees and Charges 2013/14
- Use of G4 Powers for Chase Meadow Community Centre Funding
- Business Rates Retention – Pooling
- Outcome of Warwick District Council's Peer Challenge
- Play Area Improvement Programme
- Significant Business Risk Register

November 2012

- Website CMS Replacement
- Sustainability Delivery Plan
- Visitor Services Review
- New Street Car Park – Sale of Parking Spaces and Access Rights
- Budget Review to 30th September 2012
- Council Tax Support
- City Deal
- 2012/13 Portfolio Holder Statements & Fit for the Future Progress Report

December 2012

- General Fund Base Budgets latest 2012/13 and original 2013/14
- Housing Revenue Account Base Budgets latest 2012/13 and original 2013/14
- Fetherston Court Development Options
- Joint Working with Bowls England
- Proposed Regeneration LLP – Parts A & B
- Green Space Strategy
- Finance Review

January 2013

- General Fund Housing Investment Programme
- Provision of WDC Legal Services
- Significant Business Risk Register
- Risk Management Annual Report
- Warwick Heritage Improvement Programme (Saltisford) – Transfer of land off Albert Street, Warwick

February 2013

- Treasury Management Strategy Plan for 2013/2014
- Retail Development in Leamington Town Centre – update report
- Budget 2013/14 and Council Tax – Revenue & Capital
- Early Retirement
- Rural Footway Lighting
- HRA Rent Setting
- Approval of Heating, Lighting and Water Charges 2013/14 – Council Tenants

March 2013

- Potential strategic land acquisition in Leamington Spa
- Staffing Reviews
- Codes of Financial and Procurement Practice
- Discretionary Housing Payment Policy

April 2013

- Council Tax Fraud Penalties
- Exemption to the Code of Procurement Practice – Street Lights
- Corporate Repairs and Improvement Programme 2013/14
- HS2 Update and Ongoing Strategy / Council Involvement
- Development of the Destination Management Organisation (DMO)
- Rural / Urban Capital Improvement Scheme
- Exemption to the Code of Procurement Practice – Telephony
- Shades Judicial Review

There were no joint meetings of the Scrutiny Committees during the 2012/13 municipal year.