

# STANDARDS COMMITTEE

Minutes of the meeting held on Tuesday 21 June 2011 at the Town Hall, Royal Leamington Spa at 6.00 pm.

## **PRESENT:**

Councillors: Davies, Ms Dean, Mrs Falp, Mrs Knight, Mrs Tyrrell and Williams.

Independent representatives: Mr P Willers and Mr C Bennett.

Officers: Mr R Barr (Audit & Risk Manager), Mr A Jones (Monitoring Officer) and Mr G Leach (Senior Committee Services Officer and Deputy Monitoring Officer).

An apology for absence was received from Councillor Kirton and Independent Representatives Mr C Purser and Miss J Ratcliffe.

## **1. APPOINTMENT OF CHAIR**

It was duly proposed and seconded and

**RESOLVED** that Mr C Purser be appointed as Chair for the ensuing municipal year.

## **2. APPOINTMENT OF VICE-CHAIR**

It was duly proposed and seconded and

**RESOLVED** that Mr P Willers be appointed as Chair for the ensuing municipal year.

(In the absence of Mr Purser from the meeting Mr Willers took the Chair for the meeting)

## **3. DECLARATIONS OF INTEREST**

There were no declarations of interest.

## **4. MINUTES**

The minutes of the meeting held on 16 February 2011 were taken as read and signed by the Chairman as a correct record.

## **5. INTERNAL AUDIT REPORT 2010/11**

The Committee considered a report from Internal Audit that set out the Internal Audit Annual Report for 2010/11 that formed part of the evidence for the Annual Governance Statement and therefore the Committee was required to see this prior to the consideration of the Annual Governance Statement.

**RESOLVED** that the report be noted.

**6. REVIEW OF EFFECTIVENESS OF INTERNAL AUDIT**

The Committee considered a report that set out the review of effectiveness of the Council's Internal Audit for the year ending 31 March 2011.

The review had been undertaken to comply with the Accounts Audit (Amended) (England) Regulations 2006 that require a review at least annually and presentation of this review to the Committee responsible for the Annual Governance Statement.

The report had also been presented to the Council's Finance & Audit Scrutiny Committee, as the Council's Audit Committee, to enable their views to be presented to the Standards Committee for consideration.

The Committee discussed the recommendations of the review and appreciated the approach that was being taken by Internal Audit and the invite to the training on the role and work of the Internal Audit team.

**RESOLVED** that the report be noted.

**7. ANNUAL GOVERNANCE STATEMENT 2010/11**

The Committee considered a report from the Deputy Chief Executive and Monitoring Officer that set out the Annual Governance Statement for 2010/11 which detailed the governance arrangements that were in place for the Council for 2010/11.

The role of the Standards Committee was to review the documents that combined to form the Council's Annual Governance Statement and provide comments on them ahead of them being signed by the Chief Executive and Leader of the Council.

**RESOLVED** that

- (1) the Code of Corporate Governance, as set out at Appendix B of the report, be approved;
- (2) the communication plan for governance, as set out at Appendix C to the report, be approved; and
- (3) the Annual Governance Statement for 2010/11, as set out at Appendix A to the report, for Warwick District Council, be signed by the Chief Executive and Leader of the Council.

**8. WORK PLAN**

The Committee considered its work plan for the ensuing municipal year.

The Senior Committee Services Officer and Deputy Monitoring Officer reported that all Warwick District Councillors had completed the

## **STANDARDS COMMITTEE MINUTES (Continued)**

Declaration of Financial & Other Interest Forms but the checking of these had yet to be completed.

**RESOLVED** that

- (1) the work plan be noted; and
- (2) the review of Declarations of Financial and Other Interest Forms of District Councillors takes place at the July meeting of the Committee.

(The meeting ended at 7.15 pm)