

UPDATE ON ACTIONS FROM AUDIT & RESOURCES SCRUTINY COMMITTEE MINUTES – FOR CONSIDERATION UNDER THE WORKPLAN ITEM OF 9 JUNE 2009 FINANCE & AUDIT SCRUTINY COMMITTEE MEETING

Minute No	Action required	Current status	Further action recommended
2 December '08			
607	<p>REVIEW OF WASTE AND CLEANSING</p> <p>(10) the contract be signed as soon as all details are agreed</p>	<p>Officers reported on 6 April that WDC was ready to sign the contract, but that SITA was not prepared to until a couple of legal issues had been resolved. Members requested that Officers clarify the exact situation, expressed dismay that the contract remained unsigned and asked Officers to convey to the Leader of the Council and Portfolio Holder the Committee's dissatisfaction that this situation remained unresolved.</p>	<p>Report on the agenda for 9 June meeting</p>
3 February '09			
746.	<p>PROCUREMENT</p> <p>Suggested that the working party should produce diagrams demonstrating the current structure and an alternative, non-devolved model, in order to help Councillors visualise the different approaches. A request from the Chair that she be permitted to attend the next meeting of the working party was accepted.</p>	<p>Procurement champions met on 12 March</p>	<p>Mike Snow to give a verbal report</p>

Appendix 2

Minute No	Action required	Current status	Further action recommended
	(2) the Procurement Working Party bring forward proposals on alternative wording to the role of the procurement manager as detailed in the 'Code of Contract Practice' document and on other arrangements to ensure that the Procurement Manager's role has sufficient authority within the organisation.		
749	<p>EXECUTIVE AGENDA. (CONFIDENTIAL ITEMS & REPORTS)</p> <p><u>Agenda Item 24 – New Committee Management System</u></p> <p>The Committee had some concerns over minor details relating to the introduction of a new system and were unhappy that officer involvement would be required before content produced by Councillors could be loaded on to the web. Members requested more clarity on savings, but supported the recommendations in the report</p>	The Executive agreed the report without further information on savings.	Committee to decide if it wants further information in the light of the Executive decision.
17 March & 6 April '09			
864	<p>INTERNAL AUDIT QUARTER 3 2008/09 PROGRESS REPORT</p> <p>The Audit and Risk Manager was asked to investigate and to clarify the situation via email</p>	This was circulated the day after the meeting	None

Minute No	Action required	Current status	Further action recommended
866	<p>ANNUAL AUDIT AND INSPECTION LETTER</p> <p>Members requested that in future the Audit Commission’s own performance indicators (those starting ‘NI’) be marked more clearly in the quarterly performance reports to the Executive</p>	Dave Barber to action	
867	<p>DATA QUALITY UPDATE</p> <p>(3) the action plan and proposed monitoring arrangements for the 2009/10 financial year be approved</p>	6 monthly updates to the Committee in September and March	Added to the Committee Work Programme
868	<p>EXECUTIVE AGENDA (NON-CONFIDENTIAL ITEMS & REPORTS)</p> <p><u>Agenda Item 4 – Financial Strategy and Budget Prospects</u></p> <p>Members of the Committee suggested that in future Officers should consider including some indicator of confidence level to reassure the Executive of the forecasts before them. Officers also agreed to make clear in future that the key assumptions table referred to savings which had to be found, not savings that had been made</p>	Mike Snow	

Minute No	Action required	Current status	Further action recommended
	<p><u>Agenda Item 6 – Budget and Improvement Programme (BIP)</u></p> <p>Furthermore, the Committee requested that the Executive explain the reasoning behind its decision if it chose to disregard the Committee’s suggestion</p>	<p>The Executive did not follow the Committee’s advice as it had a further report presented to it on the role of the project manager. This has now been sent to all members of this committee</p>	<p>None</p>
	<p><u>Agenda Item 7 – Building On Excellence – 18 Months On</u></p> <p>The Committee ...requested for future meetings a more detailed risk register in relation to Building On Excellence, and financial comparisons against the original targets in each update report.</p>	<p>Chris Elliott to action</p>	
	<p><u>Agenda Item 10 – Risk Register</u></p> <p>In response to questions, Members were informed that an officer vacancy had caused a delay in information coming forward on the Asset Management Plan, but that an officer had now been appointed and a report would be presented to the next meeting.</p>	<p>Consider the report on this agenda</p>	<p>None</p>

Minute No	Action required	Current status	Further action recommended
	<p>The Committee felt that in future the totality of planning decisions should be considered in relation to the risk register, as opposed to just those decisions taken by the Planning Committee, and supported the recommendations in the report</p>	<p>This has been taken into account in preparing the risk register this quarter Andy Jones</p>	
873	<p>PROJECT MANAGEMENT ARRANGEMENTS FOR SPENCER'S YARD</p> <p>Members asked a number of questions and requested an organogram, to demonstrate more clearly the lines of communication and responsibility.</p>	<p>AWM require the Project Management Plan (submitted to last A&R as an appendix to the report) to be updated by 25 June. They will require much the same information as requested by Committee and the Officer Group is currently working on this.</p>	<p>Written report to June Committee</p>
879	<p>KEY RISK INDICATORS</p> <p>For the next meeting Officers were asked to provide detail around the various categories listed in the report and suggest a method for addressing the indicators.</p>	<p>Andy Jones to submit report to July meeting</p>	