## <u>Minutes</u>

Corporate Services and Partnerships Policy Overview Committee Thursday 9 June 2011 Meeting held at Committee Room 5 - Civic Centre, High Street, Uxbridge UB8 1UW



	Members Present: Councillors Richard Lewis (Chairman), Beulah East, Neil I Graham, Shirley Harper-O'Neill, Richard Mills, Robin Sansarpu White. Apologies: None. Officers:		
	Khalid Ahmed (Democratic Services Manager).		
2.	DECLARATIONS OF INTEREST		
	Councillors Raymond Graham and Richard Lewis declared Person Agenda Item 5 – Review Topics 2011/12 as they were both Mem Audit Committee. They remained in the room and took part in dis	bers of the	
3.	MINUTES OF THE MEETINGS HELD ON 16 MARCH AND 12 MAY 2011		
	Agreed as accurate records, subject to the deletion of Councillor in the list of those Members in attendance at the meeting held on		
4.	EXCLUSION OF THE PRESS AND PUBLIC		
	It was agreed that all items of business were considered in public	C.	
5.	REVIEW TOPICS 2011/12	Action By:	
	Discussion took place on possible review topics for the forthcoming Municipal Year.		
	Members were provided with a brief background paper which provided details of possible areas which the Committee could review.		
	These included:		
	<ul> <li>The Audit Committee – How effective were the terms of reference of the Audit Committee over the last four years?</li> <li>The Compact and Third Sector Commissioning – The Compact was an agreement between the statutory and voluntary and community sectors</li> </ul>		

which sets out the principles of a good working relationship. This Compact was important,	
particularly in the present economic climate where local authorities were making cut backs and the voluntary and community sector had been suggested as an alternative to local service delivery?	
<ul> <li>Big Society – How this Council and its strategic partners can work to create a climate which empowered local people and communities to build a big society which would improve peoples' lives, putting more power in peoples' hands by transferring power from Government to communities.</li> </ul>	
Members agreed that the first major review which the Committee should undertake should be looking at the Effectiveness of the Terms of Reference of the Audit Committee. This review would be timely in view of the Department for Communities and Local Government consultation on the future plans for local audit after the Audit Commission was disbanded. This impending legislation was proposing changes to the composition of Audit Committees which would increase the number of Independent Members and also involve Audit Committees in the appointment of external auditors.	
A draft scoping report was asked to be produced, together with a background paper which would include information on the performance of the Audit Committee since its inception, the successes, the failures, the appropriateness of the Committee's Terms of Reference, the reporting structure for Internal Audit and the role of External Auditors.	Ahmed / Head of Internal Audit
Members were also informed that the next meeting of the Audit Committee was to take place on 27 June 2011 which Members were invited to attend. To assist Members in the forthcoming review a copy of the Annual Audit Letter on this Council's 2010 audit, together with the existing Terms of Reference for the Audit Committee would be sent to Members of this Committee.	Khalid Ahmed
The Committee asked that officers produce briefing reports and draft scoping reports for the next meeting on both <b>The</b> <b>Compact and Third Sector Commissioning and on the Big</b> <b>Society</b> and what this Council and its strategic partners can do to fulfil this.	Ahmed
Another possible area for a review was around <b>Procurement</b> and Members asked that the Head of Procurement be asked to provide a paper at the next meeting on the procurement process of this Council together with a draft scoping report on a potential review.	Procurement

	Discussion also took place on the <b>recent power failure in the</b> <b>Civic Centre</b> on 17 May 2011 and the failure of the back-up generator which resulted in chaos within the Civic Centre for staff and visitors. Officers were asked to brief Members at their next meeting on the events of the day, what went wrong, the details of the evacuation procedures and information on what testing was carried out in relation to the back up generator. <b>RESOLVED-</b>	Action By:
	<ol> <li>That approval be given to the actions outlined above.</li> <li>That the first major review of this Committee would be to look at the Effectiveness of the Terms of Reference of the Audit Committee.</li> </ol>	
6.	WORK PROGRAMME 2011/12         The report was noted.	
7.	CABINET FORWARD PLANIt was agreed that Cabinet reports which fell within the remit of this Committee would be emailed out to Members of this Committee once the Cabinet agenda had been published.	Khalid Ahmed
	Meeting closed at 8.30pm Next meeting: 21 July 2010 at 7.00pm.	

These are the minutes of the above meeting. For more information on any of the resolutions please contact Khalid Ahmed on 01895 250833. Circulation of these minutes are to Councillors, Officers, the Press and Members of the Public.