



Resources Directorate

Chris West
Executive Director
Council House
Earl Street
Coventry CV1 5RR

Telephone 024 7683 3333
DX 18868 COVENTRY 2

Please contact Lara Knight
Direct line 024 7683 3237
lara.knight@coventry.gov.uk

To all Members of the Audit and Procurement Committee

18th June 2015
Our ref: C/LMK

Dear Member,

Supplementary Agenda – Meeting of the Audit and Procurement Committee - Monday, 22nd June, 2015

The papers for the above meeting were circulated on 12th June 2015. At the time of publication, the draft work programme was not available. In addition, since publication of papers it has become apparent that a page had been omitted from Appendix one of the Revenue and Capital Outturn 2014/15 report.

These documents are now attached to this letter. Please include them with your papers for the meeting.

- **Agenda Item 4. WORK PROGRAMME 2015/16** (Pages 3 - 4)
Report of the Executive Director of Resources
- **Agenda Item 5. REVENUE AND CAPITAL OUTTURN 2014/15** (Pages 5 - 6)
Report of the Executive Director of Resources.

If you have any queries, please do not hesitate to contact me.

Yours sincerely

Lara Knight
Governance Services Team Leader

Membership: Councillors S Bains (Deputy Chair), J Blundell, L Harvard, T Sawdon, T Skipper (Chair) and D Welsh
By invitation: Councillors Singh



Audit and Procurement Committee

Work Programme 2015-16

22nd June 2015

Revenue and Capital Out-turn 2014-15
Draft Statement of Accounts 2014-15
Internal Audit Annual Report 2014-15
Annual Governance Statement 2014-15

3rd August 2015

Audit Findings Report 2014-15 (Grant Thornton)
Statement of Accounts 2014-15
Quarter One Revenue and Corporate Capital Monitoring Report 2015-16
Treasury Management Update
Internal Audit Plan 2015-16
Review of the Effectiveness of the System of Internal Audit
Fraud Annual Report 2014-15
Audit Committee Annual Report 2014-15
Procurement Progress Report (Private)

26th October 2015

Annual Audit Letter 2014-15 (Grant Thornton)
Half Year Internal Audit Progress Report 2015-16
Corporate Risk Register Update
FOI / DPA Annual Report 2014-15
RIPA (Regulation of Investigatory Powers Act) Annual Report 2014-15
Ombudsman Complaints Annual Report 2014-15
Procurement Progress Report (Private)

14th December 2015

Quarter Two Revenue and Corporate Capital Monitoring Report 2015-16
Treasury Management Update
Internal Audit Recommendation Tracking Report
Half Yearly Fraud Update 2015-16
Procurement Progress Report (Private)

15th February 2016

Grant Certification Report (Grant Thornton)
Annual Audit Plan (Grant Thornton)
Quarter Three Revenue and Corporate Capital Monitoring Report 2015-16
Quarter Three Internal Audit Progress Report 2015-16
Contract Management Review

Procurement Monthly Progress Report (Private)

11th April 2016

Internal Audit Plan 2016-17
Procurement Progress Report (Private)

Dates to be confirmed

Revenue and Capital 2014/15 Outturn: Appendix 1 Central Budgets Revenue Variations

Contingency & Central Budgets		
Overspends:		
ER/VR Contribution - Quarter 1	Contribution approved by Cabinet at Quarter 1 to set aside resources to fund future costs arising from redundancy and early retirement decisions	3.0
ER/VR Contribution - Outturn	Contribution recommended at Outturn to fund ER/VR costs in-year managed through under-spending across the remainder of the bottom line	3.0
ER/VR Contribution - Quarter 1 General Fund Reserves	Contribution in line with Cabinet decision at Quarter 1. Reserves strategy includes using £2.2m of General Fund Reserves to fund contribution to ER/VR reserve. This creates an overall overspend of £2.2m across Corporate bottom line.	2.2
Customer Service Centre	Contribution approved by Cabinet at Quarter 2 to fund capital investment in the new Customer Services Centre managed through under-spending across the remainder of the bottom line	2.0
ABC Savings	Overspend relating principally to non-achievement of previous abc target saving relating to Demand Management. For future years this will be incorporated within overarching strategies balance the budget	1.0
Underspends:		
Asset Management Revenue Account	Relates largely to reduced previous capital spend and planned borrowing needs with consequent reductions in debt costs	(5.7)
Pay, Price and Energy Contingencies	Lower than anticipated costs across contingencies. Further work is now being implemented to centralise management and control of salaries budgets that will help to maximise future savings in this area	(4.5)
Pensions	Lower than anticipated cost of pension contributions	(1.4)
Overall Resourcing (Early Intervention Grant)	The 2015/16 Budget Report identified an improved resources position as a result of a less severe impact from the loss of Early Intervention Grant funding. This impact also relates to 2014/15.	(0.7)
Other Variations less than 100k		(0.4)
Forecast Overspend/(Underspend)		(1.5)

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