

Coventry City Council

Minutes of the Meeting of the Audit and Procurement Committee held at 3.30 pm

on Monday, 23 March 2015

Present:

Members: Councillor D Galliers (Chair)
Councillor S Bains
Councillor L Harvard
Councillor T Sawdon

Employees (by Directorate): C West, Resources Directorate
P Jennings, Resources Directorate
S Lal, Resources Directorate
S Mangan, Resources Directorate
B Walsh, Executive Director, People

Others: Mr. Simon Turner, Grant Thornton.

Apologies: Councillors R Sandy and D Welsh

Public Business

59. Declarations of Interest

None

60. Minutes of Previous Meeting

The minutes of the meeting held on 16 February were approved by the meeting and signed by the Chair as a true record.

61. Work Programme 2014/15

The Committee considered a report of the Executive Director, Resources, and noted the Work Programme for the rest of the Municipal year.

The Committee considered the agenda for the meeting scheduled in April and noted the following:

- The External Audit Plan on the Work programme included the Audit Risk Assessment and
- The Internal Audit Plan was dependent on the restructure being carried out by the Assistant Director, Legal and Democratic Services

As this would leave a very small agenda for April it was agreed to cancel the meeting.

Resolved that the Audit and Procurement Committee approves the Work Programme as amended.

62. **Certification work for Coventry City Council for year ended 31 March 2014**

Mr. Simon Turner from the Council's external auditors, Grant Thornton, presented a letter which stated that Grant Thornton were satisfied that the Council had appropriate arrangements to compile complete, accurate and timely claims/returns for audit certification. It was noted that the number of claims had been reduced to just one but that was in excess of £100 million and that certification was required by the Department of Work and pensions.

The Committee resolved to endorse the Annual Grant Certification letter.

63. **Update on action arising from the Audit 2013/14 Findings Report**

The Committee considered a report from the Executive Director for Resources on the progress made and current position with regard to the issues raised in the 2012/13 Audit Findings Report considered by the Audit and Procurement Committee on 15th September 2014.

Resolved that the Audit and Procurement Committee agree that the progress made and current position represent an appropriate response to the issues raised.

64. **The Audit Plan for Coventry City Council for the financial year ended 31 March 2015**

Mr. Simon Turner from the Council's external auditors, Grant Thornton, presented their Audit Plan for the City Council's accounts for the financial year 2014-15.

Resolved that the Audit and Procurement Committee endorses The Audit Plan for Coventry City Council for the financial year ended 31 March 2015

65. **Post of Director of Education, Libraries and Adult Education – salary approval**

The Committee considered a report from the Executive Director, Resources, seeking approval for the creation of, and appointment to, the post of Director of Education, Libraries and Adult Education, with a salary in excess of £100,000 per annum.

The Committee noted that a job evaluation had been carried out and checked by the Appointments Panel, in with the national approach. The salary for the post was aligned with an existing grade on the Council's system.

The Committee was concerned that the selection process had been carried out prior to the meeting and it was agreed that in future proposals to pay any post in excess of £100,000 per annum would be submitted to the Committee for approval prior to the selection process.

Resolved that the Audit and Procurement Committee agrees a salary range of £101,767 - £110,266 for the post of Director of Education, Libraries and Adult Education, which represents Director Grade 2 in the Council's existing grading structure.

66. **Any other business**

The Committee noted that this was the last Committee meeting of the municipal year as the April meeting had been cancelled. The Chair thanked the Committee Members and the officers for their work and contribution throughout the year and the Committee thanked the Chair for his efficient running of the meetings.

(Meeting closed at 4.20pm)