



# Agenda

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## Audit and Procurement Committee

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### Time and Date

4.00 pm on Monday, 18th November, 2013

### Place

Committee Room 2 - Council House

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### A. Public Business

1. **Apologies**

2. **Declarations of Interest**

3. **Minutes of Previous Meeting** (Pages 3 - 6)

To confirm the minutes of the Audit and Procurement Committee meeting held on 21 October 2013.

4. **Outstanding Issues and Work Programme 2013/14** (Pages 7 - 12)

Report of the Executive Director, Resources.

### External Auditors

5. **Annual Audit Letter for year ended 31 March 2013.** (Pages 13 - 28)

Letter from the Council's external auditors, Grant Thornton

### Fraud

6. **Half Yearly Fraud Update 2013-14** (Pages 29 - 38)

Report of the Executive Director, Resources

### Other

7. **Covert Surveillance of Employees Policy and Procedure** (Pages 39 - 52)

Report of the Executive Director, Resources

8. **JEEP (Justify Expenditure, Explain Performance) Update** (Pages 53 - 56)

Report of the Executive Director, Resources

9. **Any other business**

**B. Private Business**

10. **Procurement Progress Report** (Pages 57 - 60)

Report of the Executive Director, Resources.

11. **Arena Coventry Limited Update**

Verbal update of The Executive Director, Resources

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Chris West, Executive Director, Resources, Council House Coventry

Friday, 8 November 2013

Note: The person to contact about the agenda and documents for this meeting is Hugh Peacocke

Membership: Councillors S Bains (Deputy Chair), D Gannon, L Harvard, R Sandy, T Sawdon, B Singh and H Sweet (Chair)

Please note: a hearing loop is available in the committee rooms

If you require a British Sign Language interpreter for this meeting OR if you would like this information in another format or language please contact us.

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