

AUDIT COMMITTEE: 29 November 2016

SCRUTINY CORRESPONDENCE

REPORT OF CORPORATE DIRECTOR RESOURCES

AGENDA ITEM: 11

Reason for this Report

1. This report has been prepared to provide Audit Committee members with relevant information relating to Correspondence issued by the five Scrutiny Committees. This will provide members with the opportunity to determine whether any matters arising from the correspondence are to be considered at a future Audit Committee meeting.
2. This report will also detail any correspondence between the Chair of Audit Committee and the Chairs of Scrutiny Committees. Since the last meeting, there has been no correspondence between the Chairs of the respective Committees.

Background

3. The purpose of this report is to ensure that there is an exchange of information between Scrutiny and Audit Committee and to provide the opportunity to consider whether any matters arising from respective scrutiny letters require further investigation by Audit Committee.
4. The Audit Committee's Terms of Reference includes the need to work in synergy with the five Scrutiny Committees and to avoid duplication in work programmes.

Issues

5. A review of the correspondence items for Scrutiny Committees was carried out and covered the period between 19 September 2016 and 2 November 2016.
 - Community and Adult Services Scrutiny Committee (October 2016)
 - Policy Review and Performance Scrutiny Committee (October 2016)
 - Policy Review and Performance Scrutiny Committee (October 2016)
 - Environmental Scrutiny Committee (October 2016)
6. In determining which (if any) pieces of correspondence should be considered at a future meeting, then consideration needs to be taken of the Audit Committee Terms of Reference, which for reference is set out in Appendix A.
7. Community & Adult Services Scrutiny Committee considered the Dementia three year plan and the assessment process for the Social Services & Well Being (Wales) Act. For information, as the item does relate to accountability arrangements, the correspondence relating to the assessment process can be found in Appendix B.

8. Economy & Culture considered Support for Start-ups and Entrepreneurial Businesses and Flat Holm Island Partnership whilst Children & Young People Scrutiny Committee considered the implementation of the new model for Cardiff Play's Service. None of the items in these two scrutiny committees identified issues that covered the terms of reference of the Audit Committee.
9. Environmental Scrutiny Committee considered Pavement and Footway maintenance and have requested further financial information in respect of damage to pavements and footpaths caused by trees and irresponsible parking. The letter can be found in Appendix B. In addition, the Committee received a review of the Recycling & Waste restricting Programme.
10. Policy Review and Performance Scrutiny Committee considered Welsh Language Standards, Public Service Board and the Statutory Improvement Report. In considering the terms of reference of the Audit Committee the correspondence relating to Welsh Language Standards and Statutory Improvement Report can be found in the attached Appendix B.
11. The four pieces of correspondence found in Appendix B highlight areas that partly cross into the Terms of Reference of the Audit Committee. In determining whether or not there are any items to add in future Audit Committees then consideration needs to be given to the terms of reference and the need to avoid duplication where possible.

Reasons for Recommendations

12. To consider the correspondence and determine which require further consideration at a future Audit Committee meeting.

Legal Implications

13. There are no legal implications arising from this report.

Financial Implications

14. There are no financial implications arising from this report.

Recommendations

15. To note and identify any items contained within the correspondence of Scrutiny Chairs that need to be put on the Agenda at a future Audit Committee.

CHRISTINE SALTER
CORPORATE DIRECTOR RESOURCES
Date: 19 September 2016

The following appendices are attached:

Appendix A - Audit Committee's Terms of Reference
Appendix B - Published Scrutiny Letters (4 items)