

**Audit Governance and Improvement Review Committee**

**31 January 2008**

**Present at the meeting:**

Councillor M W Winstanley (Chairman)      Councillor Ms P L Holland  
Councillor Mrs K Aldred                      Councillor C Rigby  
Councillor R M Bleakley                      Councillor C Sweeney  
Councillor Ms P Cullen                      Mr T Addison (Independent Member)  
Councillor B J Fagan                      Mr W Anderton (Independent Member)  
Councillor T W Halliwell (Cabinet      Mr P Connor (Independent Member)  
Champion)

**59 Apologies for absence:** Councillors J Haley, J Miller and P Prescott.

**60 Minutes:** The minutes of the meeting of this Committee held on 6 December 2007 were approved as a correct record.

**61 Exclusion of the public - Section 100a Local Government Act 1972:**

Resolved: The public is excluded from the meeting when the Committee discusses the following items for the reasons set out below:-

<b>Agenda item No.</b>	<b>Title of report</b>	<b>Minute No.</b>	<b>Description of exempt information by reference to the paragraph number in schedule 12A of the Local Government Act 1972</b>
E1	Human resources information quarter 3	70	2 (Information which might reveal the identity of a person)
E2	Quarterly review of sickness quarter 3	71	2 (Information which might reveal the identity of a person)
E3	HR delegations quarter 3	72	2 (Information which might reveal the identity of a person)
E4	NPS 3rd quarter 2007/08 performance report	73	3 (Information about the financial or business affairs of any person or organisation, including the council)

**62 Comprehensive area assessment – new inspection arrangements:** The Committee considered a briefing note and were given a presentation on the comprehensive area assessment which was the new joint assessment framework for local services from 2009.

Members asked a number of additional detailed questions as part of the consultation and received appropriate responses where available.

Resolved: The Committee notes the report and requests the Service Director – Business Transformation submit Members responses to the consultation.

**63 Finance and Information Technology Department performance:** The Committee considered a report on the department's performance in collecting council tax and national non-domestic rates, benefit payments and collection of income in 2007/08.

Members asked questions to which the Director of Finance and Information Technology responded.

Resolved: The Committee accepts the report now submitted.

*(Councillor B J Fagan declared a personal and non-prejudicial interest in this item because his son and daughter-in-law are employed by Wigan Council).*

**64 Comprehensive performance assessment use of resources action plan:** The Committee considered a report that sought approval for the council's action plan in respect of the CPA use of resources assessment 2007.

Members asked questions to which the Executive Director of Business Support Services responded.

Resolved: The Committee accepts the report now submitted and congratulates the Department and all who have contributed for excellent team work.

**65 Legal and Property Services Department - performance report for the third quarter 2007/08:** The Committee considered a report on the performance of the department against its departmental performance indicators and key tasks at the end of the third quarter of 2007/08.

Members asked questions to which the Deputy Director of Legal and Property services responded.

Resolved: The Committee accepts the report now submitted.

*(Councillor B J Fagan declared a personal and non-prejudicial interest in this item because he is a Member of the Standards Committee and also AGMA Council).*

**66 Finance & Information Technology department 2007/08 service plan update quarter 3:** The Committee considered a report that provided Members with an update on the Department's performance for 2007/08 (3rd Quarter).

Members asked questions to which the Director of Finance and Information Technology responded.

Resolved: The Committee accepts the report now submitted.

*(Councillor B J Fagan declared a personal and non-prejudicial interest in this item because his son and daughter-in-law are employed by Wigan Council).*

**67 Audit Commission report - data quality:** The Committee considered a report that advised Members of the Audit Commission's findings in their review of the Council's data quality arrangements.

Members asked questions to which the Director of Finance and Information Technology responded.

Resolved: The Committee accepts the report now submitted.

*(Councillor B J Fagan declared a personal and non-prejudicial interest in this item because his son and daughter-in-law are employed by Wigan Council).*

**68 Comprehensive Performance Assessment scores – housing benefits service:** The Committee considered a report that informed Members on the results of the Benefit Fraud Inspectorate's 2007 review of the Housing Benefits Service.

Resolved: The Committee accepts the report now submitted.

*(Councillor B J Fagan declared a personal and non-prejudicial interest in this item because his son and daughter-in-law are employed by Wigan Council).*

**69 Dates and times of meetings 2008/09:** The Committee considered a draft programme of dates and times of meetings of the Council, Cabinet, Committees and Panels for 2008/09. Cabinet at minute 207 had approved the draft programme and had invited comments from the Committee.

Resolved: The Committee endorses the draft programme of dates and times of meetings for 2008/09 now submitted subject to confirmation of dates from the Audit Commission.

**70 Human resource information:** The Committee considered the following information for Members:-

- (1) Recruitment statistics
- (2) Central training statistics
- (3) Early retirement / voluntary redundancy
- (4) Honoraria under £5,000 p.a.
- (5) Honoraria over £5,000 p.a.
- (6) Suspensions.

Members asked questions to which the Service Director - Corporate Services, Business Support Services responded.

Resolved: The Committee accepts the report now submitted.

*(Councillor T W Halliwell declared a personal and prejudicial interest in this item because he is Chairman of Regulation Ad Hoc Sub-Committee and left the meeting during consideration of this item).*

**71 Quarterly review of sickness - quarter 3:** The Committee considered a report showing the summary and submissions from departments for sickness absence management for the period 1 October – 31 December 2007.

*Audit Governance and Improvement Review Committee (31.01.08)*

Members asked questions to which the Service Director - Corporate Services, Business Support Services responded.

Resolved: The Committee accepts the report now submitted.

**72 Human resource delegations - quarter 3:** The Committee considered a report on decisions taken under delegated powers in regard to human resources issues to establish 7 posts and disestablish 1 post.

Members asked questions to which the Service Director – Corporate Services, Business Support Services responded.

Resolved: The Committee accepts the report now submitted.

**73 NPS (NW) Ltd third quarter report 2007/08:** The Committee considered a report, which was to be submitted to Cabinet, on the performance of NPS (NW) Ltd over the third quarter of 2007/08.

Members asked questions to which the Deputy Director of Legal and Property services responded.

Resolved: The Committee accepts the report now submitted.

Chairman