

AUDIT & PERFORMANCE REVIEW COMMITTEE

At a Special Meeting of the Audit & Performance Review Committee held in the Council Chamber, Council Offices, Garshake Road, Dumbarton on Tuesday, 1 November 2016 at 2.00 p.m.

Present: Councillors George Black, Jim Brown, Jonathan McColl, Ian Murray, Gail Robertson, Martin Rooney and Lay Member Ms Eilidh McKerry.

Attending: Joyce White, Chief Executive; Richard Cairns, Strategic Director – Regeneration, Environment & Growth; Stephen West, Strategic Lead – Resources; Peter Hessematt, Strategic Lead – Regulatory; Jim McAloon, Strategic Lead – Regeneration; Colin McDougall, Audit and Risk Manager; and Craig Stewart, Committee Officer¹.

Also Attending: Ms Karen Cotterell, Senior Auditor, Audit Scotland.

Apologies: Apologies for absence were intimated on behalf of Councillors Patrick McGlinchey and Tommy Rainey, and Mr Stevie J. Doogan, Lay Member. Apologies were also intimated from Angela Wilson, Strategic Director – Transformation & Public Service Reform.

Councillor Jonathan McColl in the Chair

DECLARATIONS OF INTEREST

It was noted that there were no declarations of interest in any of the items of business on the agenda.

MINUTES OF PREVIOUS MEETING

The Minutes of Meeting of the Audit & Performance Review Committee held on 28 September 2016 were submitted and approved as a correct record.

¹ Sederunt changed to reflect that Alan Douglas, Manager of Legal, had not been in attendance at the meeting, as agreed at the meeting of the Audit & Performance Review Committee held on 14 December 2016.

INTERNAL AUDIT REPORT – “PROCUREMENT APPROVED CONTRACTORS LIST”

A report was submitted by the Strategic Lead – Resources providing the full report resulting from the audit entitled “Procurement – Approved Contractors List” and advising of progress made against the agreed action plan.

After discussion and having heard the Audit and Risk Manager and relevant officers in further explanation of the report and in answer to Members’ questions, it was agreed:-

- (1) to thank officers for the report and internal audit for their investigation and the resulting audit action plan;
- (2) to note that the report makes it clear that there have been significant breaches in internal regulation and Council policy and procedure that put at risk our reputation, but more seriously, give rise to the risk of failing to meet best value and compliance with financial regulations;
- (3) that it was this Committee’s opinion that there requires to be more political accountability around tendering and the awarding of contracts and, given the serious nature of the breaches identified in the report by our own internal audit team, the following be instructed:-
 - (i) Where goods, supplies or services are to be procured above the level of delegated authority (£50,000), the report to the service committee will include the recommendation of the Audit & Performance Review Committee, that “The method of procurement and any tendering process to be undertaken should be agreed by the service committee, and any tenders received be considered by the Tendering Committee”; and
 - (ii) That the action plan in the report continues to be reported to the Audit & Performance Review Committee until the Committee have seen all actions fully implemented; and
- (4) that internal audit ask our external auditors to review the recommendations from their investigation to confirm that the action plan is appropriate and to advise if, in their opinion, any other actions are required.

The meeting closed at 4.06 p.m.