

Title: **Contract Monitoring - update**

Lead Member: **Cllr H Osborn - Chair of Audit Committee**

Reporting Officer: **Ian Jamieson - Head of Finance**

Purpose

To update the Audit Committee on the work of the Contract Monitoring Group.

Background

A Contract Monitoring Group was set up following an Internal Audit review of the Council's approach to the management of contracts. The first meeting of the group took place on 6 November 2006 and agreed Terms of Reference and a Corporate Framework for the monitoring of contracts.

There have been two further meetings since then and this reports updates on the progress made.

Key Issues

- Contracts over £50,000 have been reviewed against the Corporate Framework.
- A draft contracts register for all contracts and has been produced.
- Health and Safety arrangements in respect of Council contracts have been reviewed.
- A standard data quality clause for contracts has been developed. This will assist with the collection of performance information.

Effect on strategies and codes

The corporate framework improves the governance arrangements and supports the 'sound financial management' principle.

Risk Management implications

These are contained within the report.

Financial and performance implications

There are no financial implications.

Legal and human rights implications

There are no direct legal or human rights implications.

Next steps

The draft contract register will be finalised. The contract monitoring group will meet on a monthly basis in the run up to a Unitary Council.

Recommendations

The Audit Committee:

- Notes the progress being made
- Request a further progress report for the March meeting