

Procurement Audit – Practitioners’ Seminar

***Procurement Audit – And How to Ensure that
Value for Money Really Happens***

Maastricht (NL), 2-3 July 2007

Organised by the

European Institute of Public Administration (EIPA)

O.L. Vrouweplein 22

NL-6211 HE Maastricht

www.eipa.eu

For background information on public-private partnerships in Europe and EIPA activities related to public-private partnerships, please consult:
[http://www.eipa.eu/training and research/topics/European Public Private Partnership](http://www.eipa.eu/training%20and%20research/topics/European%20Public%20Private%20Partnership)

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INTRODUCTION

The seminar should be of particular interest to state auditors responsible for auditing major procurements and also to public officials, academics and the private sector in EU Member States, candidate countries and beyond. It should also be of interest to officials in European institutions.

This *practitioners’ seminar* aims to address three main issues, focusing on the audit of major procurements such as Public-Private Partnerships (PPP) – firstly, how to set priorities for a procurement audit programme, secondly, how to audit significant individual procurements and thirdly how auditors can help their audited bodies to step back from individual projects and look at the overall impact of their procurement strategy on their public service delivery. The seminar is highly relevant because of the increasing volume of PPP activity across the EU, its role as an emerging form of service delivery and the fact that there are relatively few examples so far of PPP schemes which have completed all of their design, construction and operational phases.

The seminar will be based around the practical experience of procurement audit led by practitioners responsible for auditing national and sub-national government. The style of the seminar will be interactive and practical, using case studies as the main means of sharing experiences.

The objective of this seminar is to present and discuss current use of, and recent experience in, auditing procurements, and in particular PPP, and consideration of best practice in this field.

This seminar will be conducted in English.

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PROVISIONAL PROGRAMME

Monday, 2 July 2007

- 09.00 **Welcome**
Rita Beuter, Senior Expert and Head of the European Policies Unit, EIPA,
Maastricht (NL)
- 09.15 **Introduction to the seminar**
Michael Burnett, Senior Lecturer, European Policies Unit, EIPA,
Maastricht (NL)
- 09.30 **Introduction to EU public procurement**
Rita Beuter
- 11.00 Coffee break
- 11.30 **Auditing major procurements – The European context**
Michael Burnett
- 12.00 **The European approach to evaluation of major procurements**
Campbell Thomson, Adviser, European Investment Bank, Luxembourg
(LU)
- 13.15 Lunch
- 14.45 **Auditing a national procurement programme**
James Robertson, Director, PFI, National Audit Office (NAO), London
(UK)
- 16.00 Coffee break

- 16.30 **National government audit – Best practice and current trends**
James Robertson
- 17.45 End of day 1
- 20.00 Dinner at a restaurant in Maastricht

Tuesday, 3 July 2007

- 09.00 **National government audit – Case study of one major procurement audit case**
James Robertson
- 09.45 **National government audit – Case studies for working groups**
Devised by the National Audit Office (UK)
Facilitated by *Michael Burnett* (NL), *James Robertson* (UK) and *Michael Allen* (UK)
- 11.15 Coffee break
- 11.45 **Regional/local government audit – Best practice and current trends**
Michael Allen, Senior Technical Manager, Technical Support Team, Audit Commission, London (UK) *invited*
- 13.00 Lunch
- 14.30 **Regional/local government audit – Case study of one major procurement audit case**
Michael Allen
- 15.15 Coffee break
- 15.45 **Regional/local government audit – Case studies for working groups**
Devised by the Audit Commission (UK)
Facilitated by *Michael Burnett* (NL) and *Michael Allen* (UK)
- 17.15 Evaluation and end of the seminar

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GENERAL INFORMATION

Programme

The programme will commence on Monday 2 July at 09.00 and finish on Tuesday 3 July at 17.15.

Seminar venue

The seminar will take place in the Green Conference Room (1.45) at the European Institute of Public Administration, O.L. Vrouweplein 22, NL-6211 HE Maastricht, tel.: +31.43.3296 222, fax: +31.43.3296 296.

Working language

The seminar will be conducted in English.

Fee

The participation fee is € 750 and includes documentation, 2 lunches, 1 dinner and refreshments. Accommodation and travel costs are at the expense of the participants or their administration.

Hotel reservations

The European Institute of Public Administration will be pleased to make reservations for you at a hotel in Maastricht. We have made a block booking at Hotel Beaumont**** (www.beaumont.nl), at a rate of € 96.73 p.p.p.n. (incl. breakfast and tourist tax). Should you wish to make use of this possibility, please indicate the dates of arrival and departure on the registration form. Payment is to be made directly and personally to the hotel on checking out. Please note that if you register after the closing date, hotel reservations cannot be guaranteed.

Meals

The lunches will be served at the Institute’s restaurant, and dinner on the first evening will be at a restaurant in town. Should you require a special menu (e.g. vegetarian, diabetic), please inform the Programme Organiser so that this can be arranged.

Registration

Kindly complete the registration form and return it **before 11 June 2007** to Ms Diane Urlings, Programme Organiser, European Institute of Public Administration, P.O. Box 1229, NL-6201 BE Maastricht, tel.: +31.43.3296 280, fax: +31.43.3296 296, e-mail: d.urlings@eipa-nl.com. You can also submit the online registration form which can be found on EIPA’s website: <http://www.eipa.eu> (*training and research*).

Confirmation

Confirmation of registration will be forwarded to participants on receipt of the completed registration form.

Payment

Prior payment is a condition for participation. Please indicate the method of payment on the registration form. In any case, the participant or his/her administration will receive an invoice for the payment of the registration fee. For cancellations received after the date indicated on the registration form we will have to charge an administration fee of € 150 unless a replacement participant is found.

REGISTRATION FORM

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Surname: _____ Title: _____
First name: _____ M / F
Current position: _____
Organisation: _____
Department: _____
Work address: _____
Postal code & town: _____ Country: _____
Tel. no. (work): _____ Fax no.: _____
E-mail address: _____

PAYMENT - p:\0730602

The participation fee includes participation in the workshop, documentation, 2 lunches, 1 dinner and beverages **€ 750**

Method of payment

Bank transfer

The participants or their administration will receive an invoice for the payment of the registration fee.
Invoice address (if different from the abovementioned address):

.....

E-mail:

Credit card

Visa Card Eurocard/Mastercard American Express Card

Card no.: Expiry date:/.....

Name Card holder: (if different from above)

Address Card holder: (if different from above)

Postal code: Country: (if different from above)

Card Validation Code: (this refers to the last three digits of the number on the BACK of your card)

(Exempt from VAT by virtue of Article 11, para. 1 (o), subpara. 2 of the Dutch Law on VAT of 1968)

Note: Pre-payment is a condition for participation. For administrative reasons, a fee of €150 will be charged for cancellations received after 11 June 2007 unless another participant is designated.

HOTEL RESERVATION

Please reserve hotel accommodation for me at hotel: Beaumont

Date of arrival:

Date of departure:

No. of nights:

No hotel reservation required

MEALS

Lunch Day 1 will attend will not attend Dinner Day 1 will attend will not attend

Lunch Day 2 will attend will not attend I prefer a vegetarian meal

As the number of places is limited, please return the completed registration form **before 11 June 2007** to:

Ms Diane Urlings

Tel.: +31.43.3296 280

European Institute of Public Administration

Fax: +31.43.3296 296

P.O. Box 1229, NL-6201 BE MAASTRICHT

E-mail: d.urlings@eipa-nl.com