

HEAD OF SERVICE

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**AGENDA**  
for a MEETING of the  
**SCRUTINY (AUDIT AND VALUE FOR MONEY COUNCIL  
SERVICES) COMMITTEE**  
Monday 23<sup>rd</sup> September 2019 at 6.30pm  
in the Coltman VC Room, Town Hall, Burton upon Trent

**Contact Officer: Monica Henchcliffe**

**Membership**

Councillors: P. Hudson (Chairman)  
Ms S. Andjelkovic  
Mrs B. Ashcroft  
Mrs B Brady  
A. A. Chaudhry  
M. Fitzpatrick  
D. F. Fletcher  
D. Florence-Jukes  
S. Gaskin  
V. J. Gould  
H. Hall  
M. Metcalfe  
G. Raybould  
S. Sankey  
C. Sylvester

Independent Member: Mr R. Elliott

**PUBLIC ACCESS TO INFORMATION**

Members of the Public may attend this Meeting and are also entitled to see the background papers to any report which is not likely to be considered in private. Copies of the public Agenda, background papers, and reports will also be supplied on payment of a copying charge.

Please contact Monica Henchcliffe ((01283) 508608)  
E-mail: [monica.henchcliffe@eaststaffsbc.gov.uk](mailto:monica.henchcliffe@eaststaffsbc.gov.uk)

This Agenda is also available to download from the Council's website, [www.eaststaffsbc.gov.uk](http://www.eaststaffsbc.gov.uk)

**MEETING OF THE SCRUTINY (AUDIT AND VALUE FOR MONEY  
COUNCIL SERVICES) COMMITTEE  
OPEN TO THE PUBLIC  
To be held on Monday 23<sup>rd</sup> September 2019 at 6.30pm  
in the Coltman VC Room, Town Hall, Burton upon Trent**

**A G E N D A**

	<b>Item</b>	<b>Presenter</b>	<b>Reference</b>
1.	Apologies for Absence	Monica Henchcliffe	Oral
2.	Declarations of Interest (if any)	All	Oral
3.	Minutes of the Meeting held on 23 <sup>rd</sup> July 2019		Enclosure 1a
	Minutes of the (SOA) Meeting held on 23 <sup>rd</sup> July 2019	Chairman	Enclosure 1b
4.	Urgent Business - To consider any urgent business brought forward to the Audit Committee under Rule 12.	Chairman	Oral
5.	The Annual External Audit Letter 2018/19	Grant Thornton	Enclosure 2
6.	Progress Report	C W Audit	Enclosure 3
7.	Internal Audit Annual Satisfaction Survey Report	C W Audit	Enclosure 4
8.	Revenue and Capital Outturn Report Quarter 1	The Chief Accountant	Enclosure 5
9.	Performance Report Quarter 1	The Corporate and Commercial Manager	Enclosure 6 Appendix 1 Appendix 2
10.	Review of Disabled Facilities Grant – Scoping Paper	The Corporate and Commercial Manager	Oral
11.	Review of Operation of the Council's Car Park – Scoping Paper	The Corporate and Commercial Manager	Oral
12.	Scrutiny Work Programme	The Corporate and Commercial Manager	Enclosure 7
13.	Public Executive Decision Records	Chairman	Enclosure 8

			(see attached zip file)
14.	Questions - To receive any questions submitted by any Member of the Committee for answer by the Leader, Deputy Leader or Officers of the Council. Questions must be received by 17 <sup>th</sup> September 2019	Members	To be circulated at the Meeting
15.	Date of Next Meeting Wednesday 20 <sup>th</sup> November 2019	Chairman	Oral

## **NOTE**

The Press and Public are likely to be excluded from this Meeting during the following item of business and as it is likely that there will be discussion of exempt information as described in Schedule 12A of the Local Government Act, 1972 (set out in full with this Agenda on the Council's website [www.eaststaffsbc.gov.uk](http://www.eaststaffsbc.gov.uk) ), the appropriate paragraph(s) of which are noted in brackets before the Agenda Item.

**(3) 16. PRIVATE MINUTES**

**(3) 17. LEISURE SERVICES CONTRACTOR PERFORMANCE REPORT**

**(2) 18. PRIVATE EXECUTIVE DECISION RECORDS**

The Chairman will therefore move:

That in accordance with Section 100(A)(4) of the Local Government Act, 1972 the Press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part I of Schedule 12A of the Act indicated in brackets before each item number on the Agenda.

## **SCHEDULE 12A LGA 1972 (as at August 2013)**

### **ACCESS TO INFORMATION: EXEMPT INFORMATION**

#### **PART 1**

#### **DESCRIPTIONS OF EXEMPT INFORMATION: ENGLAND**

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
- 2A. [Repealed]
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the authority proposes—
  - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
  - (b) to make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.
8. [Repealed]
9. [Repealed]
10. [Repealed]
11. [Repealed]
12. [Repealed]
13. [Repealed]
14. [Repealed]
15. [Repealed]

**MEETING OF SCRUTINY (AUDIT AND VALUE FOR MONEY  
COUNCIL SERVICES) COMMITTEE  
BUSINESS FOR WHICH THE PRESS AND PUBLIC ARE LIKELY  
TO BE EXCLUDED**

**To be held on Monday 23<sup>rd</sup> September 2019 at 6.30pm  
in the Coltman VC Room, Town Hall,**

**Burton upon Trent**

	<b>Item</b>	<b>Presenter</b>	<b>Reference</b>
<b>(3)</b> 16.	Private Minutes To approve as a correct record the private minutes of the meeting held on 23 <sup>rd</sup> July 2019	Chairman	Enclosure 9
<b>(3)</b> 17.	Leisure Services Contractor Performance Report	The Leisure Services Contracts Manager	Enclosure 10
<b>(3)</b> 18.	Private Executive Decision Records	Chairman	Enclosure 11 (see attached zip file)