

## **EAST STAFFORDSHIRE BOROUGH COUNCIL**

### **SCRUTINY (AUDIT AND VALUE FOR MONEY COUNCIL SERVICES) COMMITTEE**

Minutes of the Meeting of the Scrutiny (Audit and Value for Money Council Services) Committee held in the Coltman VC Room, Town Hall, Burton upon Trent on 17<sup>th</sup> December 2019.

#### **Present:**

Councillors P. Hudson (Chairman), S. Andjelkovic, Mrs B. Ashcroft, Mrs B. Brady, A. A. Chaudhry, D. F. Fletcher, S. Gaskin, Mrs V. J. Gould, M. Metcalfe and C. Sylvester.

#### **Officers Present:**

Head of Service (Sal Khan), Head of Service (Mark Rizk), Lisa Turner (the Chief Accountant), Chris Ebberley (the Corporate and Commercial Manager), James Abbott (the Leisure Services Contracts Manager) and Monica Henchcliffe (the Senior Democratic Services Officer).

#### **Also Present:**

Mr R. Elliott (Independent Member), David (Grant Thornton) and Ruby Deo (CW Audit).

Apologies for absence were received from Councillors A. Clarke, M. Fitzpatrick, D. Florence-Jukes and S. Sankey.

#### **62/19 DECLARATIONS OF INTEREST**

There were no declarations of interest at the commencement of the meeting.

#### **63/19 MINUTES**

##### **Resolved:**

That the Public Minutes of the meeting of the Scrutiny (Audit and Value for Money Council Services) Committee held on 20<sup>th</sup> November 2019 be approved and signed as a correct record.

#### **64/19 URGENT BUSINESS**

There was no urgent business submitted to the meeting pursuant to Rule 12.

#### **65/19 EXTERNAL AUDIT UPDATE**

(Grant Thornton) The representative from Grant Thornton updated the Committee on their progress in delivering their responsibilities as the Council's external auditors. This included the requirement to issue a planned fee letter, their accounts audit plan, interim accounts audit, final account audit, their value for money conclusion, the annual audit letter and the certification of housing benefits claim year ended 31<sup>st</sup> March 2019.

An opportunity for questions followed.

**NOTED**

66/19 **INTERNAL AUDIT PROGRESS REPORT**

(CW Audit) The Internal Auditor gave a report summary of the work of internal audit, outlining the progress against the audit plan, the key findings and conclusions arising from their work, details of planned work and to update the Committee on the progress made in implementing previously agreed recommendations.

An opportunity for questions followed.

**NOTED**

67/19 **REVENUE AND CAPITAL OUTTURN REPORT QUARTER 2**

Members considered the report of the Chief Finance Officer in accordance with the Council's financial regulations, presenting the forecast outturn position in relation to the Council's revenue budget, capital programme of expenditure and treasury management activities.

The Chief Accountant gave a short presentation on the second quarterly report in the annual cycle of financial monitoring for the financial year 2019/2020.

An opportunity for questions followed.

**NOTED**

68/19 **QUARTERLY PERFORMANCE REPORT QUARTER 2**

The Report of Sal Khan, Head of Service, regarding the Quarter 2 Performance was considered. The Corporate and Commercial Manager provided an overview of the report to the committee.

An opportunity for questions followed.

**NOTED**

69/19 **REVIEW OF DISABLED FACILITIES GRANT**

Councillor S. Andjelkovic updated the Committee on the review of the disabled facilities grant. A copy of the draft final report was circulated prior to the meeting for Members consideration.

The Chairman thanked the sub-group and Sara Gummerson (Support Officer) for their hard work in completing the review.

An opportunity for questions followed.

It was agreed that the final report along with the recommendations would be brought to the next meeting of the Committee in February 2020.

**NOTED**

70/19 **REVIEW OF OPERATION OF THE COUNCIL'S CAR PARKS**

Councillor C. Sylvester updated the Committee on the review of the operation of the Council's car parks. A copy of the draft final report was circulated with the agenda for Members consideration.

He reported that the sub-group had finalised the draft final report would be submitted to Members of the Committee for their approval week commencing 25<sup>th</sup> November 2019.

An opportunity for questions followed.

**Resolved:**

It was agreed that the final report would be presented to the next Cabinet meeting with a small minor amendment.

71/19 **SCRUTINY WORK PROGRAMME**

The Corporate and Commercial Manager updated Members on the scrutiny work programme.

Discussions took place and an opportunity for questions followed.

It was agreed that future reviews would be the following topics:

- Accommodation Move
- Changes to the Operation of the Neighbourhood Fund
- Review of the Scrutiny process
- Review of the Council's eservices
- Meadowside Charges.

**Resolved:**

Members agreed that the next topics to be reviewed would be (1) the Council's eservices, with a sub-group of Councillors Mrs V Gould, M Metcalfe and S Sankey; and (2) Meadowside Charges, with a sub-group with Councillors S Andjelkovic, Mrs B Brady and A A Chaudhry.

72/19 **PUBLIC EXECUTIVE DECISION RECORDS**

Members considered the Public Executive Decision Records.

An opportunity for questions followed.

**NOTED**

73/19 **QUESTIONS**

There were no questions submitted to the Committee prior to the meeting.

74/19 **DATE AND VENUE OF NEXT MEETING**

**Resolved:**

That the next meeting take place on Monday 10<sup>th</sup> February 2020 at 6.30pm in the Coltman VC Room, Town Hall, Burton upon Trent.

75/19 **EXCLUSION OF THE PRESS AND PUBLIC**

**Resolved:**

That, in accordance with Section 100(A) (4) of the Local Government Act, 1972, the Press and Public be excluded from the Meeting during discussion of the following items as it would 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 paragraph of Part 1 of Schedule 12A of the Act indicated in brackets before each item number on the Agenda:

**PRIVATE MINUTES**

**LEISURE MANAGEMENT CONTRACTOR REPORT**

**PRIVATE EXECUTIVE DECISION RECORDS**

**Chairman**