

# AUDIT AND RESOURCES SCRUTINY COMMITTEE

Minutes of the meeting held on Tuesday, 1 April 2003 at the Town Hall, Royal Leamington Spa at 6.00 p.m.

**PRESENT:** Councillor Caborn (Chair); Councillors Mrs Boad, Darmody, Davis, Mrs Evans, Short and Windybank.

**ALSO PRESENT:** Councillor Crowther (Portfolio Holder for Corporate and Strategic Leadership)

An apology for absence was received from Councillor Thomas.

## 932. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

## 933. **INTERNAL AUDIT STRATEGIC PLAN 2003-2006**

The Committee considered a report from Finance on the Internal Audit Strategic Plan 2003-2006.

Formal approval of the Internal Audit Strategic Plan by Members was required to give greater authority to the Plan, thus assisting in the achievement of its objectives.

**RECOMMENDED** that the Internal Audit Strategic Plan for 2003-2006 be approved.

## 934. **STAFF CATERING AT RIVERSIDE HOUSE**

The Committee considered a report from Leisure and Amenities on the current situation regarding vending and catering services at Riverside House.

Members recalled that on the authority's move to Riverside House a decision had been taken, following consultation with staff and Trade Unions, to provide a catering and vending service for staff in the new premises. The services had initially been provided through a contract with catering company Eurest. The contract with Eurest had been terminated in March 2002 when it became obvious that there was insufficient support from staff to sustain this level of service.

The reduced catering service was based on Ms Kelly Baylis, (a previous employee), providing a hot/cold snacks, drinks and confectionery service from which she retained a profit while the authority provided and maintained kitchen and vending machines, and paid utility costs.

In the time that the authority had been in Riverside House, patterns had emerged that were contrary to the indications that staff gave prior to the move in terms of what vending provision they would use. As units had become

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established in Riverside House, tea/coffee groups had emerged with staff making "tea/coffee" in the kitchens rather than using vending machines.

At the meeting, additional information was circulated detailing the annual budget, leasing costs and the vending equipment at Riverside House, St. Nicholas Park Leisure Complex and Newbold Comyn Leisure Comyn.

### **RECOMMENDED** that

- (1) the report be noted and the Committee be kept up to date with any changes in the catering service; and
- (2) refreshment machines be provided in the reception area.

### 935. **EXECUTIVE MEETING - MONDAY, 10 MARCH 2003**

The Committee received a report from the Chair on the meeting of the Executive held on Monday, 10 March 2003.

The minutes of the meeting of the Executive held on Monday, 10 March 2003, which came within the remit of the Committee was submitted for information and scrutiny.

**RECOMMENDED** that the Chair's report and the minutes be noted.

### 936. **EXECUTIVE AGENDA - (NON CONFIDENTIAL ITEMS AND REPORTS)**

The Committee considered the items which would be discussed at the meeting of the Executive on Monday, 7 April 2003, which came within their remit. As a result the following comments were made for forwarding to the Executive:-

#### Agenda Item Number 2 - Service Plans 2003 - 2004

The Committee supported the recommendation in the report.

#### Agenda Item Number 3 - Energy Management

The Committee supported the recommendations in the report and commented that a balance needed to be struck between environmental and financial issues when considering payback.

#### Agenda Item Number 4 - Draft Programme for Best Value Reviews and Implementing Electronic Government (IEG) Development

The Committee supported the recommendations in the report.

#### Agenda Item Number 7 - Approved List Of Building, Mechanical And Electrical Contractors

The Committee supported the recommendations in the report.

#### Agenda Item 12 (C) - Sustainable Communities: Building For The Future

## **AUDIT AND RESOURCES SCRUTINY COMMITTEE (Continued)**

The Committee supported the recommendations in the report.

### **937. WORK PLAN 2002/2003 AND 2003/2004 AND PORTFOLIO HOLDER PRIORITY AREAS**

The Committee considered a report from Policy Services updating the Scrutiny Committee's work plan and to monitor progress against the Portfolio Holder priority areas. It had been agreed to consider the Committee's work plan as a standing item on each agenda.

At recent meetings, particularly on 4 February and 4 March, the Committee considered its work programme for the coming year, and agreed that a brief retrospective view of work undertaken during the year and an extension of its work programme be considered.

Appendix 1 and 2 to the reports summarised the Committee's scrutiny work during the year 2002/2003. Appendix 3 to the report detailed the 2002/2003 work plan and Portfolio Holder priority matrix and Appendix 4 to the report, was a draft schedule of its work for the forthcoming year. This included standing items and work commissioned by the Committee. It also incorporated a work programme for its recently acquired responsibilities as an Audit Committee.

The Executive agreed service plans at its meeting on 5 March 2002. The Portfolio Holder was present at the meeting to answer questions.

**RECOMMENDED** that the work programme, the Portfolio Holder's priorities and work programmes and the progress on implementing actions from Best Value Reviews be noted.

### **938. PUBLIC AND PRESS**

**RESOLVED** that under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following items, by reason of the likely disclosure of exempt information within paragraph 9 of Schedule 12A of the Local Government Act 1972.

### **939. REDEVELOPMENT OF THE COURT STREET CAR PARK AREA, LEAMINGTON OLD TOWN**

The Committee considered a report from Policy Services, in accordance with Rule 19(D) of the Council's procedure rules, which considered the Executive decision of 10 March 2003, on the development of the Court Street car park area, Leamington Old Town. The decision of the Executive had been called-in by three Councillors and was before the Scrutiny Committee to consider the decision.

The recommendation in the report had been a choice between continuing with proposal or exploring another approach. That approach did not commit the Council to the other Company but rather asked that officers undertake detailed investigations and discussions, and that it be reported back to Councillors for

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them to determine whether to proceed with that Company or decide to market the site.

At the last Audit and Resources Scrutiny Committee, the Committee were not convinced by the proposals and would like further appraisals. They had been concerned about the need for a rapid decision and would like clarification about whether or not it should go out to tender.

**RESOLVED** that this item be referred back to the Executive on 7 April and that the Executive be asked to call for a full appraisal of the options, including those already considered, with development and marketing briefs for the site, to be submitted to its May meeting.

### 940. **EXECUTIVE AGENDA (CONFIDENTIAL ITEMS AND REPORTS)**

The Committee considered the items which would be discussed at the meeting of the Executive on Monday, 7 April, which came within their remit. As a result the following comments were made for forwarding to the Executive:-

#### Agenda Item Number 14 - Operation of Talisman Square Car Park, Kenilworth

The Committee supported the recommendations in the report.

(The meeting ended at 7.45 p.m.)

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