

Finance and Audit Scrutiny Committee

Minutes of the meeting held on Tuesday 26 June 2018 at the Town Hall, Royal Leamington Spa at 6.00pm.

Present: Councillor Quinney (Chair); Councillors Cain, Illingworth, Mrs Knight, Murphy, Noone, Mrs Stevens and Wright.

Also present: Councillors Coker and Phillips.

16. **Apologies and Substitutes**

- (a) Apologies for absence were received from Councillors Howe, Gifford and Margrave; and
- (b) Councillor Mrs Stevens substituted for Councillor Davies.

17. **Declarations of Interest**

There were no declarations of interest.

18. **Minutes**

The minutes of the meeting held on 31 May 2018 were not available and would be submitted to a future meeting.

19. **Public & Press**

Resolved that under Section 100A of the Local Government Act 1972 that the public and press be excluded from the meeting for the following items by reason of the likely disclosure of exempt information within paragraph 3 of Schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006.

20. **Housing Benefit and Council Tax Reduction – Risk Based Verification Review**

The Committee received a report from Finance which sought agreement to reaffirm the policy relating to the assessment of new Housing Benefit and Council Tax Reduction claims and change in circumstances forms.

Resolved that the policy for the use of RBV in assessing new Housing Benefit and Council Tax Reduction claims and change in circumstances, is reaffirmed.

21. **Executive Agenda (Confidential Items & Reports – Wednesday 27 June 2018)**

The Committee considered the following confidential item which would be discussed at the meeting of the Executive on Wednesday 27 June 2018.

Item 8 - Europa Way - Update

The Committee supported the recommendations in the report.

(The meeting resumed in public session at 6.35pm)

22. **Executive Agenda (Non-Confidential Items & Reports – Wednesday 27 June 2018)**

The Committee considered the following non-confidential items which would be discussed at the meeting of the Executive on Wednesday 27 June 2018

Item 3 – Fit For The Future

The Committee supported the recommendations in the report.

(The Chair adjourned the meeting for a short comfort break at 19.11. The meeting reconvened at 19.15)

23. **Executive Agenda (Non-Confidential Items & Reports – Wednesday 27 June 2018)**

The Committee considered the following non-confidential item which would be discussed at the meeting of the Executive on Wednesday 27 June 2018.

Item 5 – Increased Litter Bin Provision

The Committee supported the recommendations in the report.

24. **Review of the Work Programme, Forward Plan Comments from the Executive**

The Committee received a report from Democratic Services that set out its current work programme, the Forward Plan and responses from the comments made by the Committee to the Executive.

The Senior Committee Services Officer distributed the work programme for the forthcoming year and advised that this had been compiled alongside colleagues from Finance.

Members were advised that the Infrastructure Delivery Plan (IDP) was on the Overview & Scrutiny Committee's work programme as a six monthly update. It was suggested that it be submitted to Finance & Audit at the same time, with the next reporting date due in January 2019. Members felt that this was too far in the future and requested that the report that had been submitted to O&S that evening, be placed on F&A's work programme for next month.

In addition, it was agreed that this could be considered at a joint scrutiny meeting in the future.

Councillor Quinney updated Members on the Procurement Champions work and it was agreed that the working party should continue to meet. In addition, it was felt that feedback should be provided by the Procurement Champions on a quarterly basis. Following a question regarding membership, the Senior Committee Services Officer proposed that Group Leaders be contacted with a request to provide nominations.

In addition, Councillor Quinney advised Members that an issue had been raised at the last Procurement Champions meeting relating to the process used and risks relating to two Council contracts. It was agreed that the Deputy Chief Executive (BH) should be invited to the next Finance & Audit Scrutiny Committee to provide an update and explanation.

The issue of CIL monitoring was also discussed and Members were mindful that there was an officer responsible for this. Councillor Quinney proposed that further discussion on the scrutiny of CIL should be deferred to the next meeting because the Members who had raised queries were not currently present.

The Head of Finance agreed to find out when CIL was due to be internally audited and report back to Members.

Resolved that

- (1) the forward plan be noted;
- (2) the comments from the Executive be noted;
- (3) The SCSO will contact Group Leaders and request their nominations for Procurement Champions; and
- (4) the work programme be amended to include :
 - The Infrastructure Delivery Plan for July 2018;
 - Update from Procurement Champions be added on a quarterly basis;
 - The Deputy Chief Executive (BH) be invited to the July meeting to update on two Council contracts highlighted by the Procurement Champions

(The meeting ended at 7.50 pm)