

**Law & Administration
Department**

Date: 18.08.04

To: Members of the Scrutiny Commission

Mr. M.R. Lay (Chairman)	Mrs. R. Camamile
Mr. M.A. Hall (Vice-Chairman)	Mr. K.W.P. Lynch
Mr. P. T. Andrews	Mrs. M.L. Sherwin
Mr. D. C. Bill	

Copy to all other Members of the Council

(other recipients for information)

Dear Councillor

There will be a meeting of the **SCRUTINY COMMISSION** in Committee Rooms 2 and 3, Council Offices, Hinckley on **THURSDAY, 26th AUGUST 2004** at **6.30 p.m.** and your attendance is required.

The agenda for the meeting is set out overleaf.

Yours sincerely

G. B. Gethin
Democratic Services Manager

SCRUTINY COMMISSION - 26th AUGUST 2004

A G E N D A

1. APOLOGIES AND SUBSTITUTIONS
- RESOLVED 2. MINUTES
To confirm the minutes of the meeting held on 15th July 2004 attached marked 'SC13'.
3. ADDITIONAL URGENT BUSINESS BY REASON OF SPECIAL CIRCUMSTANCES
To be advised of any additional items of business which the Chairman decides by reason of special circumstances shall be taken as matters of urgency at this meeting.
4. DECLARATIONS OF INTEREST
To receive verbally from members any disclosures which they are required to make in accordance with the Council's code of conduct or in pursuance of Section 106 of the Local Government Finance Act 1992. **This is in addition to the need for such disclosure to be also given when the relevant matter is reached on the agenda.**
5. QUESTIONS AND PETITIONS
To hear any questions and to receive any petitions in accordance with Council Procedure Rules 10 and 11.
6. AUDIT PRESENTATION
Representatives of Pritchard Wood, Internal Auditors, will attend for this item.
- RESOLVED 7. COUNCIL TAX WITHIN THE LOWEST 25% IN ENGLAND
Report of Head of Finance attached marked 'SC14'.
- RESOLVED 8. PROCEDURE FOR DEALING WITH UNAUTHORISED ENCAMPMENTS
Report of Director of Community Services attached marked 'SC15'.

RESOLVED 9. MINUTES OF SCRUTINY PANEL MEETINGS

(a) Contracted Services - 8th July

Copy attached marked 'SC16'.

(b) Finance & Audit - 19th July

Copy attached marked 'SC17'.

(c) Housing Stock Options Appraisal - 12th August

Copy attached marked 'SC18'.

10. ANY OTHER ITEMS OF BUSINESS WHICH THE CHAIRMAN DECIDES
HAVE TO BE DEALT WITH AS MATTERS OF URGENCY

To: All Members of the Scrutiny Commission with a copy to all other Members of the Council.

NOTE: AGENDA ITEMS AGAINST WHICH THE WORD "RESOLVED" APPEARS ARE MATTERS WHICH ARE DELEGATED TO THE COMMISSION FOR A DECISION. OTHER MATTERS ON THIS AGENDA WILL BE THE SUBJECT OF RECOMMENDATIONS TO COUNCIL UNLESS THE COMMISSION DECIDES OTHERWISE.