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**To: Councillors Tony Boto, Derek Capp, Michael Finch, Richard Gell, Sylvia Hughes, Sylvia Hobbs, Barbara Jenney, Brian Northall, Sarah Peacock, David Read, Phillip Stearn, Jake Vowles, Peter Wathen, Pam Whiting, Colin Wright.**

**To: The Chairman and all other councillors (for information)**

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Please ask for	Direct Dial	Our Ref.	Your Ref.	Date:
David Pope	01832 742198	DJP/SCR		25 March 2013

Dear Councillor

A meeting of the **Scrutiny Committee** will be held in **the Council Chamber**, East Northamptonshire House, Cedar Drive, Thrapston, on **3 April 2013** at 7.30pm.

#### Agenda

*A period of not more than 15 minutes will be allowed to enable members of the public, who have notified their intention to speak, to address the meeting.*

- 1. Minutes of the meeting on 4 February 2013 (attached).**
- 2. Apologies for absence.**
- 3. Declarations of Interest.**
- 4. Questions by members under council procedure rule 10.3 (if any).**

(Members of the committee have the right to ask the chairman a question on any matter in relation to which the council has powers or duties or which affects East Northamptonshire and which falls within the terms of reference of the committee - provided that notice is given to the Chief Executive by 5pm on the working day preceding the meeting\*). The functions of the committee are to be found in part 3 of the council constitution.

- 5. Quarterly Performance Reporting – Q3 2012/13 (report of the Performance Officer attached)**
- 6. Internal Audit Quarterly Report – (reports of the Audit Manager attached)**
  - Introduction of the Public Sector Internal Audit Standards
  - Annual Internal Audit Plan 2013-14
  - Internal Audit Progress Report
- 7. Waste Contract - (report of the Waste Manager attached)**
- 8. ICT Capital Budgeting Process (report of the Finance Manager to follow)**
- 9. Leisure Improvements Project – Pemberton - (report of the Executive Director to follow)**

10. **Review of Planning Services** – (verbal update from Executive Director)
11. **Pilot Town and Parish Council meetings** – (verbal update from Councillors Sylvia Hughes, David Read and Derek Capp)

\*A form for use by members is available on the council's intranet (Eunice). Alternatively please telephone David Pope or e-mail him on [dpope@east-northamptonshire.gov.uk](mailto:dpope@east-northamptonshire.gov.uk)

**Yours sincerely**

**DAVID OLIVER**

**Chief Executive**