



## **PERFORMANCE AND GOVERNANCE**

**28 June 2011 at 7.00 pm**

### **AGENDA**

#### **Membership:**

Chairman: Cllr. M Fittock

Vice-Chairman Cllr. R Walshe

Cllr. K S Bayley, Cllr. C Clark, Cllr Mrs A Cook, Cllr. R J Davison, Cllr. M Dickins,  
Cllr. Mrs A Firth, Cllr J Gaywood, Cllr. J Grint, Cllr. R Hogarth, Cllr. J London,  
Cllr. P McGarvey and Cllr. R Piper

1. **Minutes of the meeting of the Committee held on 19 April 2011 (attached)** (Pages 1 - 4)
2. **Declarations of interest.**
3. **Committee Terms of Reference** (Pages 5 - 10)
4. **Formal Response or Consultation Requests from the Cabinet following matters referred by the Committee:**  
  
None
5. **Formal Response or Consultation Requests from Select Committees**  
  
None
6. **Actions from the last meeting of the Committee (attached)** (Pages 11 - 12)
7. **Future Business, the Work Plan 2011/12 (attached) and the Forward Plan.** (Pages 13 - 14)

Members will develop a schedule of work over the year to reflect the terms of reference of the Committee focussing on the Council's priorities for policy development. This includes opportunities to invite other organisations who provide services in the District to provide information to the Committee and discuss issues of importance to the Community.

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| 8. <b>Performance Management - 2010/11 Quarter 4</b>  | <b>(Pages 15 - 26)</b><br><i>Lee Banks</i>       |
| 9. <b>Provisional Outturn 2010/11</b>   | <b>(Pages 27 - 32)</b><br><i>Tricia Marshall</i> |
| 10. <b>Annual Review of Effectiveness of Internal Audit</b>                                 | <b>(Pages 33 - 46)</b><br><i>Bami Cole</i>       |
| 11. <b>Internal Audit Annual Report 2010/11</b>   | <b>(Pages 47 - 66)</b><br><i>Bami Cole</i>       |
| 12. <b>Annual Governance Statement 2010/11</b>  | <b>(Pages 67 - 76)</b><br><i>Bami Cole</i>       |
| 13. <b>Benefits Fraud Report 2010/11</b>  | <b>(Pages 77 - 84)</b><br><i>Bami Cole</i>       |
| 14. <b>Property Review - Disposal of Public Toilets (Ide Hill, Kemsing, Leigh, Swanley)</b> | <b>(Pages 85 - 90)</b><br><i>Jim Latheron</i>    |

#### **CONSIDERATION OF EXEMPT INFORMATION**

Recommendation: That, under section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the ground that likely disclosure of exempt information is involved as defined by the relevant paragraph as respectively identified of Schedule 12(A) to the Local Government Act 1972:

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| 15. <b>Argyle Road Offices - Accommodation for Moat Housing (Exempt)</b> | <b>(Pages 91 - 94)</b> |
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To assist in the speedy and efficient despatch of business, Members wishing to obtain factual information on items included on the Agenda are asked to enquire of the appropriate Director or Contact Officer named on a report prior to the day of the meeting.

Should you require a copy of this agenda or any of the reports listed on it in another format please do not hesitate to contact the Democratic Services Team as set out below.

For any other queries concerning this agenda or the meeting please contact:

**The Democratic Services Team (01732 227241)**