SCRUTINY COMMITTEE

MONDAY 8 NOVEMBER 2004 at 6.00 P.M.

TOWN HALL, EASTBOURNE

MEMBERS

Councillor Mrs HEALY (Chairman), Councillor MARSH (Deputy Chairman) and Councillors Mrs BANNISTER, BELSEY, Mrs HOWLETT, TAYLOR AND WARNER.

AGENDA

1. **MINUTES OF THE MEETING HELD ON 6 SEPTEMBER 2004 – Previously circulated.**

2. **APOLOGIES FOR ABSENCE**.

3. **DECLARATION OF INTERESTS.** Disclosure of interests by Members in items on the agenda under the Code of Conduct.

4. **QUESTIONS BY MEMBERS OF THE PUBLIC** on matters not already included on the agenda and for which prior written notice has been given (total time allowed 15 minutes).

5. **URGENT ITEM(S) OF BUSINESS.** The Chairman to notify the Committee of any item(s) of urgent business to be added to the agenda.

6. **RIGHT TO ADDRESS MEETING/ORDER OF BUSINESS.** Chairman to report any requests received to address the Committee from a member of the public or from a Councillor in respect of an item listed below and to invite the Committee to consider taking such item(s) at the commencement of the meeting.

7. **INTERNAL AUDIT SERVICES - REVIEW OF ACTIVITIES AND PERFORMANCE.** Report of Chief Internal Auditor **– Report 07.**

8. **FUTURE MEETINGS – ITEMS FOR DISCUSSION.** Members were invited to propose additional items for review at the meeting on 6 September 2004. The two additions were Gypsy's and Travellers and Disabled Access. Members are requested to nominate two Councillors for each review, which can include Members outside of the Scrutiny Committee, and agree reporting dates for each review.

Inspection of Background Papers – Please see contact details listed in each report.

Councillor Right of Address - Councillors wishing to address the meeting who are not members of the Committee must notify the Chairman in advance.

Public Right of Address – Requests by members of the public to speak on a matter which is listed in this agenda must be **received** in writing by no later than 12 Noon, 2 working days before the meeting e.g. if the meeting is on a Wednesday, received by 12 Noon on the preceeding Monday). The request should be made to Democratic Services at the address listed below. The request may be made by, letter, fax, or electronic mail. For further details on the rules about speaking at meetings or for asking a question on a matter not listed on the agenda please contact Democratic Services.

Further Information – Councillor contact details, committee membership lists and other related information are also available from Democratic Services.

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