

## **AUDIT, CRIME & DISORDER AND SCRUTINY COMMITTEE**

**Tuesday 15 June 2021 at 7.30 pm**

**Place: Council Chamber, Epsom Town Hall**

**Link for public online access to this meeting:**

**<https://attendee.gotowebinar.com/register/5711891853284024847>**

**Telephone (listen-only): 0330 221 9914, Telephone Access code:526-319-396**

The members listed below are summoned to attend the Audit, Crime & Disorder and Scrutiny Committee meeting, on the day and at the time and place stated, to consider the business set out in this agenda.

Councillor Steve Bridger (Chair)  
Councillor Nigel Collin (Vice-Chair)  
Councillor Arthur Abdulin  
Councillor Liz Frost  
Councillor Rob Geleit

Councillor David Gulland  
Councillor Previn Jagutpal  
Councillor Phil Neale  
Councillor Alan Sursham  
Councillor Chris Webb

Yours sincerely



Chief Executive

For further information, please contact Democratic Services, 01372 732000 or [democraticservices@epsom-ewell.gov.uk](mailto:democraticservices@epsom-ewell.gov.uk)

## Public information

### **Please note that this meeting will be held at the Town Hall, Epsom and will be available to observe live on the internet**

This meeting will be open to the press and public to attend as an observer using free GoToWebinar software, or by telephone.

A link to the online address for this meeting is provided on the first page of this agenda and on the Council's website. A telephone connection number is also provided on the front page of this agenda as a way to observe the meeting, and will relay the full audio from the meeting as an alternative to online connection. A limited number of seats will also be available in the public gallery at the Town Hall. For further information please contact Democratic Services, email: [democraticservices@epsom-ewell.gov.uk](mailto:democraticservices@epsom-ewell.gov.uk), telephone: 01372 732000.

Information about the terms of reference and membership of this Committee are available on the [Council's website](#). The website also provides copies of agendas, reports and minutes.

Agendas, reports and minutes for the Committee are also available on the free Modern.Gov app for iPad, Android and Windows devices. For further information on how to access information regarding this Committee, please email us at [Democraticservices@epsom-ewell.gov.uk](mailto:Democraticservices@epsom-ewell.gov.uk).

### **Exclusion of the Press and the Public**

There are no matters scheduled to be discussed at this meeting that would appear to disclose confidential or exempt information under the provisions Schedule 12A of the Local Government (Access to Information) Act 1985. Should any such matters arise during the course of discussion of the below items or should the Chairman agree to discuss any other such matters on the grounds of urgency, the Committee will wish to resolve to exclude the press and public by virtue of the private nature of the business to be transacted.

### **Questions from the Public**

Questions from the public are permitted at meetings of the Committee. Any person wishing to ask a question at a meeting of the Committee must register to do so, as set out below.

Up to 30 minutes will be set aside for written or oral questions from any member of the public who lives, works, attends an educational establishment or owns or leases land in the Borough on matters within the Terms of Reference of the Audit, Crime & Disorder and Scrutiny Committee which may not include matters listed on a Committee Agenda.

All questions whether written or oral must consist of one question only, they cannot consist of multi parts or of a statement.

The question or topic may not relate to a specific planning application or decision under the Planning Acts, a specific application for a licence or permit of any kind, the personal affairs of an individual, or a matter which is exempt from disclosure or confidential under the Local Government Act 1972. Questions which in the view of the Chairman are vexatious or frivolous will not be accepted.

To register to ask a question at a meeting of the Committee, please contact Democratic Services, email: [democraticservices@epsom-ewell.gov.uk](mailto:democraticservices@epsom-ewell.gov.uk), telephone: 01372 732000.

Written questions must be received by Democratic Services by noon on the tenth working day before the day of the meeting. For this meeting this is **Noon, 1 June**

Registration for oral questions is open until noon on the second working day before the day of the meeting. For this meeting this is **Noon, 11 June**

## **AGENDA**

### **1. QUESTION TIME**

To take any questions from members of the Public.

### **2. DECLARATIONS OF INTEREST**

Members are asked to declare the existence and nature of any Disclosable Pecuniary Interests in respect of any item of business to be considered at the meeting.

### **3. MINUTES OF THE PREVIOUS MEETING (Pages 5 - 10)**

The Committee is asked to confirm as a true record the Minutes of the Meeting of the Committee held on 8 April 2021 (attached) and to authorise the Chair to sign them.

### **4. INTERNAL AUDIT PROGRESS REPORT 2020/21 (Pages 11 - 32)**

This report summarises final progress made against the Internal Audit Plan 2020/21.

### **5. ANNUAL INTERNAL AUDIT REPORT AND OPINION 2020/21 (Pages 33 - 48)**

This report presents the Committee with the Annual Internal Audit Report and Opinion 2020/21.

### **6. ANNUAL REPORT ON THE USE OF DELEGATED POWERS (Pages 49 - 58)**

In accordance with the Council's Scheme of Delegation to Officers, this report sets out significant decisions taken by Officers in consultation with Committee Chairs for the period 22 May 2019 to 28 May 2021.

### **7. ANNUAL REPORT ON THE USE OF RIPA POWERS (Pages 59 - 98)**

To report on the Council's activities relating to surveillance under the Regulation of Investigatory Powers Act 2000 for 2020.

### **8. ANNUAL GOVERNANCE STATEMENT 2020/21 (Pages 99 - 116)**

This report seeks the Committee's approval of the draft Annual Governance Statement 2020/21.

### **9. FOUR YEAR PLAN: YEAR END PERFORMANCE REPORT 2020/21 (Pages 117 - 128)**

This report presents the end of year position for the Key Priority Targets 2020/21.

**10. ANNUAL REPORT 2020/21** (Pages 129 - 136)

This report presents the Annual Report of the Audit, Crime & Disorder and Scrutiny Committee for 2020/21.

**11. WORK PROGRAMME 2021/22** (Pages 137 - 142)

This report presents the Committee with the work programme for 2021/22.