



## Business Efficiency Board

Wednesday, 23 May 2012 at 6.30 p.m.  
Civic Suite, Town Hall, Runcorn

A handwritten signature in black ink, appearing to read 'David W R', positioned above a faint rectangular stamp.

**Chief Executive**

### **BOARD MEMBERSHIP**

|  |                         |
|--|-------------------------|
| <b>Councillor Alan Lowe (Chairman)</b>                   | <b>Labour</b>           |
| <b>Councillor Martha Lloyd Jones<br/>(Vice-Chairman)</b> | <b>Labour</b>           |
| <b>Councillor Arthur Cole</b>                            | <b>Labour</b>           |
| <b>Councillor Mike Fry</b>                               | <b>Labour</b>           |
| <b>Councillor Darren Lea</b>                             | <b>Labour</b>           |
| <b>Councillor Tony McDermott</b>                         | <b>Labour</b>           |
| <b>Councillor Andrew MacManus</b>                        | <b>Labour</b>           |
| <b>Councillor Norman Plumpton Walsh</b>                  | <b>Labour</b>           |
| <b>Councillor Joe Roberts</b>                            | <b>Labour</b>           |
| <b>Councillor Margaret Ratcliffe</b>                     | <b>Liberal Democrat</b> |
| <b>Councillor Kevan Wainwright</b>                       | <b>Labour</b>           |

*Please contact Michelle Simpson on 0151 511 8708 or e-mail [michelle.simpson@halton.gov.uk](mailto:michelle.simpson@halton.gov.uk) for further information.*

*The next meeting of the Board is on Wednesday, 27 June 2012*

**ITEMS TO BE DEALT WITH  
IN THE PRESENCE OF THE PRESS AND PUBLIC**

**Part I**

| <b>Item No.</b>  | <b>Page No.</b> |
|--|-----------------|
| <b>1. MINUTES</b>  |                 |
| <b>2. DECLARATION OF INTEREST</b>  |                 |
| <p>Members are reminded of their responsibility to declare any personal or personal and prejudicial interest which they have in any item of business on the agenda, no later than when that item is reached and, with personal and prejudicial interests (subject to certain exceptions in the Code of Conduct for Members), to leave the meeting prior to discussion and voting on the item.</p>  |                 |
| <b>3. BUSINESS EFFICIENCY BOARD - WORKPLAN 2012/13</b>   | <b>1 - 3</b>    |
| <b>4. CHANGES TO THE BOARD'S POWERS AND DUTIES</b>   | <b>4 - 6</b>    |
| <b>5. EFFICIENCY PROGRAMME UPDATE</b>  | <b>7 - 13</b>   |
| <b>6. INTERNAL AUDIT ANNUAL REPORT - 2011/12</b>   | <b>14 - 23</b>  |
| <b>7. PART II</b>  |                 |
| <p><i>SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985</i></p> <p><i>In this case the Board has a discretion to exclude the press and public and, in view of the nature of the business to be transacted, it is RECOMMENDED that under Section 100A(4) of the Local Government Act 1972, having been satisfied that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act.</i></p> |                 |

**8. INTERNAL AUDIT PROGRESS REPORT - QUARTER 4  
(2011/12)**

24 - 65

***In accordance with the Health and Safety at Work Act the Council is required to notify those attending meetings of the fire evacuation procedures. A copy has previously been circulated to Members and instructions are located in all rooms within the Civic block.***