

**Business Improvement Sub-Committee**  
**12 JULY 2016**

Present: Councillors: Paul Clarke, Jonathan Dancer, Nigel Jupp, Tim Lloyd, Brian O'Connell and Michael Willett

Apologies: Councillors: Andrew Baldwin

Also Present: Councillor Leonard Crosbie (Chairman of Overview & Scrutiny Committee)

1 **ELECTION OF CHAIRMAN**

Councillor Brian O'Connell was elected Chairman of the sub-committee for the ensuing Council year.

2 **TO APPROVE THE TIME OF MEETINGS FOR THE ENSUING YEAR**

It was agreed that the meetings of the sub-committee would start at 6.00pm for the ensuing Council year.

3 **MINUTES**

The notes of the meeting held on 12 April were approved as a correct record.

- With regards to item 5, Property & Asset Management – Asset List, the Chairman confirmed that he would provide a summary of how the Property Asset List was being managed to bring to the next Business Improvement Sub-Committee for information.

4 **DECLARATIONS OF MEMBERS' INTERESTS**

There were no declarations of interest.

5 **ANNOUNCEMENTS**

There were no announcements.

6 **TO APPROVE THE SUB-COMMITTEE'S TERMS OF REFERENCE**

The Terms of Reference were approved by the sub-committee. It was noted that these terms would be scoped for any large scale projects that were undertaken.

7

**REVIEW OF THE WORKING GROUP'S WORK PROGRAMME FOR 2016/17**

The Chairman confirmed that the Overview & Scrutiny Committee would be receiving suggestions for its Work Programme at the meeting on 25 July. Any suitable items would then be allocated to the sub-committee.

With regard to the Property & Asset Management review, which had been completed by the sub-committee, Members of the sub-committee requested that the Property & Facilities Manager attend a future meeting to advise Members on the ongoing performance and management of the asset register.

- The Chairman agreed to invite the Property & Facilities Manager to attend the meeting of the sub-committee on 11 October.

Members discussed the outcome of the review of the Section 106 process and noted that, as agreed at the Overview & Scrutiny meeting on 9<sup>th</sup> May, the Chairman and the Chairman of Overview & Scrutiny were meeting the Director of Planning, Economic Development & Property to further discuss the recommendations within the report. The report, as amended if appropriate, would then be reported back to the Committee.

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**MEMBER OVERVIEW OF THE COUNCIL'S USE OF THE REGULATION OF INVESTIGATORY POWERS ACT 2000**

The Working Group noted that the Council had not used the powers under the Regulation of Investigatory Powers Act 2000 in the past quarter.

Members were advised that the ability for local authorities to use the surveillance powers within the RIPA Act had been significantly restricted by a change in the law and the Chairman suggested that a standing item to review use of these powers was no longer required.

*The meeting closed at 6.50 pm having commenced at 6.00 pm*

CHAIRMAN