

Review Committee – 9 July 2013

Minutes of the meeting of the **Review Committee** held on **9 July 2013** when there were present:-

Chairman: Cllr C J Lumley
Vice-Chairman: Cllr D J Sperring

Cllr Mrs L A Butcher
Cllr Mrs T J Capon
Cllr J D Griffin
Cllr Mrs A V Hale
Cllr B T Hazlewood

Cllr M Hoy
Cllr J R F Mason
Cllr C G Seagers
Cllr I H Ward
Cllr Mrs M J Webster

VISITING MEMBER

Cllr S P Smith

APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs R R Dray, T E Mountain and Mrs C E Roe.

OFFICERS PRESENT

P Warren	-	Chief Executive
N Khan	-	Principal Solicitor
C Cox	-	Financial Services Manager/Chief Accountant
P Gowers	-	Overview and Scrutiny Officer
M Power	-	Committee Administrator

128 MINUTES

The Minutes of the meeting held on 11 June 2013 were agreed as a correct record and signed by the Chairman.

129 TREASURY MANAGEMENT ANNUAL REVIEW 2012/13

The Committee considered the report of the Head of Finance that sought the views of the Committee prior to it being presented for approval by Full Council on 20 July 2013.

In response to a question, the payment arrangements for the investment services of the treasury management advisors, Sector Treasury Services were confirmed. As well as bespoke investment advice, Sector provides daily updates on banking and charges. It would not be possible to run this service in-house due to the additional suitably qualified staff that would be required.

The Committee expressed its thanks to the Financial Services team for their hard work.

Resolved

That the Committee approves the contents of the Treasury Management Annual Review prior to it being presented to Full Council.

130 REGULATION OF INVESTIGATORY POWERS ACT 2000 (RIPA)

The Committee considered the report of the Head of Legal, Estates and Member Services recommending changes to the Council's RIPA Policy and Guidance.

In response to questions, the following was noted:-

- In the region of two months' notice is given prior to an inspection under the Powers.
- The RIPA Monitoring Officer may appoint as many investigating officers as he deems appropriate, which will provide the flexibility needed to account for movement of staff. These investigating officers, who are listed by name in Annex 2 of the policy, have received relevant RIPA training.
- It would be appropriate for Councillors who wish to gather evidence of wrong-doing by an individual to ask for officers' advice prior to doing so, in order that they do not inadvertently undertake covert surveillance. Often the best approach is for the Councillor to advise officers, who can write to the individual concerned to advise them that they will be observed.
- It was requested that a refresher RIPA training course be held for Review Committee Members.

Recommended to Council

- (1) That the proposed changes to the Council's RIPA Policy and Guidance be approved.
- (2) That investigating officers and managers be appointed to make applications for judicial approval in accordance with section 223(1) of the Local Government Act 1972, subject to their inclusion in Annex 2 of the policy by the RIPA Monitoring Officer.
- (3) That the RIPA Monitoring Officer be authorised to appoint as many investigating officers and managers to make applications for judicial approval as he thinks fit, subject to their inclusion in Annex 2 of the policy, and that any additions or deletions from that list be notified to the Review Committee as part of the regular reporting protocols.

131 KEY DECISIONS DOCUMENT

The Committee considered the Key Decisions Document.

5/13 Open Spaces Enforcement Partnership

Members could contact the Head of Environmental Services for more detailed information.

9/13 – Grounds Maintenance Contract

It was noted that the former Chairman of the Review Committee had been a Member of the Grounds Maintenance Contract Member Advisory Group, which had overseen the formal contract tender process from the outset. It would not be appropriate, therefore, for this Decision to be 'called in' by the Review Committee at this stage in the process. The Portfolio Holder for Environment, Leisure, Arts and Culture or the Head of Environmental Services could be contacted for any further information around the contract specification.

132 WORK PLAN

The Committee considered and approved the Committee's Work Plan.

The meeting closed at 8.05 pm.

Chairman

Date

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