

Review Committee – 8 March 2011

Minutes of the meeting of the **Review Committee** held on **8 March 2011** when there were present:-

Chairman: Cllr Mrs J R Lumley
Vice-Chairman: Cllr M Maddocks

Cllr Mrs P Aves
Cllr K A Gibbs

Cllr Mrs H L A Glynn
Cllr P F A Webster

APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs T Livings and Mrs G A Lucas-Gill.

OFFICERS PRESENT

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| N Khan | - | Principal Solicitor |
| P Gowers | - | Overview and Scrutiny Officer |
| M Power | - | Committee Administrator |

68 MINUTES

The Minutes of the meeting on 8 February 2011 were agreed as a correct record and signed by the Chairman.

69 DECLARATIONS OF INTEREST

Cllrs Mrs H L A Glynn declared a personal interest in Item 6 of the Agenda by virtue of being a Rochford Parish Councillor, as the Rochford Council Parish Clerk is Chair of the Rochford Hundred Association of Local Councils. Cllrs Mrs J L Lumley and M Maddocks each declared a personal interest in Item 6 of the Agenda by virtue of being a Rayleigh Town Councillor and a Hockley Parish Councillor respectively.

70 REGULATION OF INVESTIGATIVE POWERS ACT 2000 (RIPA)

The Committee considered a report by the Head of Legal, Estates and Member Services, which provided a brief explanation of the Council's use of the powers under RIPA and the recent changes to the process, following the issue of a revised Code of Practice.

During discussion, it was noted that:-

- The role of the Review Committee will be to provide a strategic overview of the Council's use of RIPA powers in terms of reviewing policy and considering quarterly and annual statistical reports. Members of the Review Committee will not have any decision-making powers regarding individual applications under RIPA.

- Changes to the Council's RIPA policy document were as a result of Home Office revisions to the Code of Practice on Covert Surveillance and recommendations arising from the Council's previous inspection. It was noted that the majority of recommendations arising from the Council's inspection by the Office of Surveillance Commissioners in April 2008 had already been implemented.

Resolved

- (1) That the proposed changes to Council's RIPA policy, as appended to the report, be endorsed.
- (2) That the Council's use of RIPA and the RIPA policy are reviewed on an annual basis and any changes are recommended to Full Council.
- (3) That the Review Committee considers on a quarterly basis a report from the Council's Senior Responsible Officer (the Head of Legal, Estates and Member Services) on the use of RIPA to ensure that it is being used consistently with the Council's policy and that the policy remains fit for purpose. (HLEMS)

It was further:-

Recommended to Council that the RIPA policy, as revised and set out in the 'Covert Surveillance Policy and Procedure Manual' be approved. (HLEMS)

71 PARISH/TOWN COUNCIL REPRESENTATION

The Committee considered the report, which summarised the findings of the Review Committee following visits by representatives from the Rochford Hundred Association of Local Councils (RHALC) and the Essex Association of Local Councils (EALC).

It was:-

Recommended to the Rochford Hundred Association of Local Councils (RHALC)

That the RHALC discontinues the practice of appointing members on outside bodies.

Recommended to the Parish/Town Councils

That they appoint their own representatives to the outside bodies that RHALC currently appoints to.

72 THE FORWARD PLAN

The Committee reviewed the Forward Plan.

Item 22/10 Cherry Orchard Jubilee Country Park

It was noted that the Portfolio Holder for the Environment and the Head of Environmental Services would attend the Review Committee meeting on 5 April to provide an update of the capital programme.

The meeting closed at 8.15 pm.

Chairman

Date

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