

Minutes of: POLICY OVERVIEW AND SCRUTINY COMMITTEE

Date of Meeting: 1st December 2009

**Present: Councillor H Steen, (Chair)
Councillors Cheetham (in part), Dickinson, Forshaw and
Morris
Mr P Ham (Co-opted Member)
Councillor Smith (as Portfolio Holder)**

**In Attendance: Andrew Buckle, Head of Customer Services
Susan Chadwick, Licensing Admin Officer/Planning
Enforcement Officer
Jenni Cook, Committee Officer**

Also Present: 1 Members of the public

1. APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillor C Pilling, Councillor Farrington, Councillor Milling (Councillor Cheetham substituting) and Councillor P.Steen (as Portfolio Holder).

2. MINUTES OF THE LAST MEETING

Resolved:

That the Minutes of the last meeting held on 6th October 2009, be agreed and signed by the Chair as a correct record subject to the following amendment:

That it be noted that Councillor Milling was in attendance at the last meeting.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. URGENT ITEMS OF BUSINESS

No urgent items were raised.

5. PUBLIC QUESTION TIME

No questions were raised by members of the public. The Chair agreed to allow the member of public present to raise questions as the reports were discussed.

6. CHAIR'S UPDATE

The Chair welcomed everyone to the Policy Overview and Scrutiny Committee and updated Members on the proposed timetable for Enforcement Policy Review as follows:

13th January 2010 Communities Team and Environmental Health.
23rd February 2010 Licensing (taxis and entertainment
June 2010 Revenues and Benefits

The Chair outlined the proposed Agenda for the next meeting on 13th January 2010 as follows:

- Review of Enforcement Policy – Communities Team and Environmental Health
- Community Cohesion Policy Statement
- Private Sector Housing Renewal
- Vacant Property Strategy

7. STATEMENT OF PRINCIPLES – GAMBLING ACT 2005

The Licensing Administration/Planning Enforcement Officer presented a report to the Committee which informed Members of the Statement of Principles required under the Gambling Act 2005 made in accordance with Section 349 of the Act. The updated Statement of Principles took into account the Third Edition of the guidance issued to local authorities by the Gambling Commission and all Local Authorities were required to produce a revised three-year Statement of Principles accordingly.

In considering the report the following items were discussed:-

- The National Lottery – it was noted that this was subject to separate legislation.
- The new EU Service Directive.

Resolved:

That the report be noted and the Statement of Gambling Policy be recommended for approval to Council.

8. RESTRICTED INFORMATION SHARING PROTOCOL

The Head of Customer Services and the Portfolio Holder for Customer Services introduced the report which sought to obtain Member approval of the Restricted Information Sharing Protocol. It was noted that this was an essential requirement to enable the Council to meet the Code of Connection as stipulated in the Government Connect requirements.

The Head of Customer Services updated members on the improvements that had been made to the legalities of the Protocol since it had been considered by the Committee in August.

In considering the report the following issues were discussed:-

- Clarification of who the Council's partners are and the need for a joined-up approach to data.
- Secure mailboxes – information can only be shared via a gcsx mailbox.

- Purchase and use of encrypted USB sticks.

Members raised concerns regarding a lack of termination deadlines within the Protocol. It was noted that this was due to the fact that the Protocol was based on the Restricted Information Act, and Local Authorities were not permitted to alter the terms of the Act. However, a local policy could be considered which would take into account concerns raised by Members.

Following a question from a member of the public regarding services at the One Stop, some discussion took place on this matter. It was noted that face to face contact was an essential requirement and the Head of Customer Services confirmed that this issue was being considered as part of a review of services within this department.

Resolved:

That the Policy be approved.

9. FORWARD PLAN 1st October 2009 to 31st January 2010

Members discussed the Forward Plan for the period 1st January 2010 to 30th April 2010.

It was agreed that there were sufficient items for discussion on the agenda for the meeting on 13th January 2010, however the timetable for the Regeneration Reports (Private Sector Housing Renewal and Vacant Homes Strategy) item would be clarified.

The meeting commenced at 6.30pm and finished at 7.45pm

Signed.....
(Chair)

Date