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## **SUPPORT SERVICES OVERVIEW AND SCRUTINY PANEL**

**DATE: THURSDAY 26 NOVEMBER 2009**  
**TIME: 10.00 AM**  
**PLACE: COUNCIL HOUSE (NEXT TO THE CIVIC CENTRE)**

### **Committee Members–**

Councillor James, Chair  
Councillor Lowry, Vice Chair  
Councillors Berrow, Dann, Sam Leaves, Lock, Stark, Stevens and Thompson

### **Substitutes–:**

Any Member other than a Member of the Cabinet may act as a substitute member provided that they do not have a personal and prejudicial interest in the matter under review.

***Members are invited to attend the above meeting to consider the items of business overleaf.***

***Members and Officers are requested to sign the attendance list at the meeting.***

**BARRY KEEL**  
**CHIEF EXECUTIVE**

# **SUPPORT SERVICES OVERVIEW AND SCRUTINY PANEL**

## **PART I (PUBLIC PANEL)**

### **AGENDA**

**1. APOLOGIES AND SUBSTITUTIONS**

To receive apologies for non-attendance by panel members and to note the attendance of substitutes in accordance with the Constitution.

**2. DECLARATIONS OF INTEREST**

Members will be asked to make declarations of interest in respect of items on this agenda.

**3. MINUTES**

**(Pages 1 - 4)**

To confirm the minutes of the last Support Services Overview and Scrutiny Panel held on 29 October 2009.

**4. CHAIR'S URGENT BUSINESS**

To receive reports on business which, in the opinion of the Chair, should be brought forward for urgent consideration.

**5. FEEDBACK FROM OVERVIEW AND SCRUTINY  
MANAGEMENT BOARD**

To receive any feedback from the Overview and Scrutiny Board on issues which concern this panel.

**6. SUBSTITUTIONS**

**(Pages 5 - 6)**

To further consider a nominated substitute for the Overview and Scrutiny Management Board.

**7. QUARTERLY REPORT**

**(Pages 7 - 12)**

To approve the Support Services Overview and Scrutiny report for the 2<sup>nd</sup> quarter.

**8. INTRODUCTION TO ASSISTANT CHIEF EXECUTIVE**

The Committee will meet the recently appointed Assistant Chief Executive and receive an overview of his service area.

**9. ACCOMMODATION STRATEGY (Pages 13 - 36)**

To receive a presentation on the Accommodation Strategy.

**10. TRACKING RESOLUTIONS (Pages 37 - 40)**

To monitor progress on previous resolutions.

**11. WORK PROGRAMME (Pages 41 - 42)**

To receive the panel's work programme for 2009/2010.

**12. EXEMPT BUSINESS**

To consider passing a resolution under Section 100A(4) of the Local Government Act 1972 to exclude the press and public from the meeting for the following item(s) of business on the grounds that it (they) involve the likely disclosure of exempt information as defined in paragraph(s) ... of Part 1 of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

**PART II (PRIVATE PANEL)**

**MEMBERS OF THE PUBLIC TO NOTE** that under the law, the Panel is entitled to consider certain items in private. Members of the public will be asked to leave the meeting when such items are discussed.

Nil.