

**MINUTES OF A MEETING OF THE BEST VALUE COMMITTEE
HELD AT BURNTWOOD LIBRARY, SANKEYS CORNER, BURNTWOOD
ON THURSDAY 05 JANUARY 2012 COMMENCING AT 8.00 P.M.**

PRESENT

Councillor Constable (in the Chair)
Councillors Drinkwater, Mrs Fisher, Humphreys, Isaacs and Mrs Woodward

In attendance

Mrs M Danby, Town Clerk

10. APOLOGIES FOR ABSENCE

None – all Members present.

11. DECLARATIONS OF INTEREST

None.

12. MINUTES

RESOLVED That the Minutes of a Meeting of the Best Value Committee held on 01 November 2011 (Minute Nos. 5 - 9) be approved as a correct record.

13. BURNTWOOD TOWN STRATEGY (BTS)

Members were informed that a joint meeting of the seven BTS Working Groups had been scheduled to take place on 12 January 2012 and that a crib sheet template had been drafted for distribution at the meeting.

Letters were to be sent to all Grant Aid recipient organisations inviting their members to get involved with one or more of the Working Groups.

RESOLVED That the information be received and noted.

14. SCHEDULED REVIEW OF SELECTED BURNTWOOD TOWN COUNCIL POLICES

14.1 The following policies were reviewed and it was **RESOLVED** that no amendments or revisions were necessary at this time:

CCTV Code of Practice
Confidential Reporting Policy
Data Protection Policy
Data Protection Policy Guidelines
Display Screen Equipment (DSE) Health and Safety for Users
Information Technology Policy
Members and Officers Subsistence/Mileage Policy
Standing Orders

- 14.2** The following policies were reviewed and it was **RESOLVED** that minor amendments and revisions be incorporated in the interests of clarity:

CCTV Policy
Complaints Procedure
Member/Officer Relations Protocol

15. QUALITY TOWN COUNCIL STATUS – RE-ACCREDITATION

The Town Council was awarded Quality Town Council status in June 2008 – such status being valid for four years at which time an application for re-accreditation must be submitted together with the appropriate evidence.

The re-accreditation criterion which must be met has been expanded and the Town Council must now provide proof that it has adopted and implemented the following documents.

15.1 Local Code of Conduct

The Town Council is requested to confirm its adoption of the Local Code of Conduct including para. 12(2) as part of the evidence requirement for Quality Council status re-accreditation.

The Town Council adopted the Local Code of Conduct on 17 May 2007 and at that time agreed not to adopt para. 12(2), the text of which reads:

“(2) Where you have a prejudicial interest in any business of your authority, you may attend a meeting (including a meeting of the overview and scrutiny committee of your authority or of a sub-committee of such a committee) but only for the purpose of making representations, answering questions or giving evidence relating to the business, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise.”

RECOMMENDED That the Town Council adopt para. 12(2) subject to an explanatory paragraph being inserted in the document.

15.2 Training and Development Policy

RECOMMENDED That the Town Council adopt and implement the Training and Development Policy.

15.3 Community Engagement Strategy

RECOMMENDED That the Town Council adopt and implement the Community Engagement.

(The Meeting closed at 9.20 p.m.)

Signed.....

Dated.....