

Our Ref: MD

26 October 2011

To: All Members of the Best Value Committee
(Councillors Constable, Drinkwater, Mrs Fisher, Humphreys, Isaacs and Mrs Woodward)

Dear Councillor

BEST VALUE COMMITTEE: RESCHEDULED MEETING

The Best Value Committee will meet at **Burntwood Library, Sankeys Corner** on **Tuesday 01 November 2011 at 7.00 pm** (rescheduled from 28 September 2011) to discuss the following business.

Yours sincerely

Mary Danby (Mrs)
Town Clerk

AGENDA

1. APOLOGIES

2. DECLARATION OF INTERESTS

3. MINUTES

To approve the Minutes of the Meeting of the Best Value Committee held on 08 June 2011 (Minute Nos. 1 - 4) (presented to the Town Council at its meeting on 30 June 2011 - **GREEN ENCLOSURE (sent with the original agenda)**).

4. BURNTWOOD TOWN STRATEGY (BTS)

To agree guidance to advise the Lead Councillors for the BTS Working Groups in how they might form their respective Working Groups and indicative timescales that they are asked to work to and report back to the Best Value Committee.

5. SCHEDULED REVIEW OF SELECTED BURNTWOOD TOWN COUNCIL POLICES

Members are requested to review the following policies and to recommend to the Town Council any amendments for approval and implementation:

- Control of Substances Hazardous to Health Regulations 1988 (COSHH) (**BLUE ENCLOSURE (sent with the original agenda)**).
- Health and Safety Regulations (**GREEN ENCLOSURE (sent with the original agenda)**).