

# **OVERVIEW AND SCRUTINY MANAGEMENT BOARD**

Date: Tuesday 8<sup>th</sup> February 2005

Time: 2:15pm

Venue: Council Chamber, Browfort, Bath Road, Devizes

Enquiries To: Jonathan Gale; tel: 01380 724911 ext. 619

## **AGENDA**

### **Part 1**

**Items to be considered whilst the meeting is open to the public**

#### **1. MINUTES**

To approve as a correct record and authorize the Chairman to sign the minutes of the meeting of the Board held on 23<sup>rd</sup> November 2004, copies previously circulated.

#### **2. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

#### **3. DISCLOSURES OF INTEREST**

To receive any disclosure of interest by a Councillor or by an Officer in matters to be considered at this meeting, in accordance with the provisions of Sections 94 or 117 of the Local Government Act 1972 or under the Council's Code of Conduct. Members are also required to make any whipping declarations under Part IV (4) paragraph 18 (b) of the Constitution.

If in doubt, Members are asked to seek advice from the Chief Executive, Solicitor to the Council or Democratic Services Team Leader prior to the meeting.

#### **4. CONSTITUTION REVIEW SUB-COMMITTEE**

To receive the Minutes of the Constitution Review Sub-Committee held on 13 December 2004. Copy attached pages 4-6.

#### **5. INTERIM REPORT OF THE TOURISM & IT TASK GROUP**

To consider a report by the Tourism & IT Task Group. Copy attached pages 7-9.

#### **6. PROGRESS OF OVERVIEW & SCRUTINY SUB-COMMITTEES AND TASK GROUPS**

- 6.1. To receive an oral update on the progress of the Planning Decisions Task Group.
- 6.2. To monitor the progress of other Sub-Committees and Task Groups that have not submitted Minutes or Reports.
- 6.3. To consider a framework for receiving progress reports from Overview and Scrutiny task groups in future.

#### **7. URGENT ACTION IN BETWEEN MEETINGS**

Details of urgent action taken between meetings will be available for perusal at the meeting by any interested Member.

#### **Part 2**

**Items to be considered whilst the meeting is closed to the public**

**None**

**Signed .....**

**For Solicitor to the Council**

**1<sup>st</sup> February 2005.**

**MEMBERS ARE REQUESTED TO SIGN THE ATTENDANCE REGISTER**

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#### Membership

Councillors: -

Ashley

Brown

Carter

Cavill

Hoddinott

Hunter

Miles

Pearcy-Caldwell

Dr Reid

Mrs Winchcombe

Briefing arrangements:

Briefing for the Chairman, Vice Chairman and group representatives at 1:30pm on 8<sup>th</sup> February in Committee Room 1B.