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## SOUTH THAMES GATEWAY BUILDING CONTROL JOINT COMMITTEE

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**MINUTES** of the Meeting held in the Committee Room, Swale House, East Street, Sittingbourne, Kent, ME10 3HT on Thursday, 17 March 2016 from 10.00 - 10.43 am.

**PRESENT:** Councillors Jane Chitty, John Cubitt and Gerry Lewin (Chairman).

**IN ATTENDANCE:**

Andrew Barnett, Financial Services, Gravesham Borough Council  
Janine Boughton, Head of Administration and Business Development  
Philippa Davies, Democratic Services Officer, Swale Borough Council  
Stephen Gaimster, Assistant Director, Housing and Regeneration, Medway Council  
Sarah Kilkie, Assistant Director (Communities), Gravesham Borough Council  
Andrew Lawson, Finance Business Partner, Medway Council  
Mo Olatuja, Solicitor, Medway Council  
Tony Van Veghel, Director, South Thames Gateway Building Control Partnership

**1 APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**2 RECORD OF MEETING**

The record of the meeting held on 10 December 2015 was agreed as a correct record and signed by the Chairman.

**3 DECLARATIONS OF INTEREST**

No interests were declared.

**4 URGENT MATTERS BY REASON OF SPECIAL CIRCUMSTANCES**

There were no urgent matters.

**5 SCHEDULE OF MEETINGS 2016/17**

This report set out the proposed dates for 2016/17 in advance of the Annual General Meeting.

***Resolved:***

***(1) That the timetable of meetings for the 2016/17 municipal year, as set out below be agreed:***

***Thursday 9 June 2016 (AGM)***  
***Thursday 22 September 2016***  
***Thursday 8 December 2016***  
***Thursday 16 March 2017***

- (2) *That Gravesham Borough Council provides a secretary to the joint committee for the 2016/17 municipal year.*

**6 EXCLUSION OF THE PRESS AND PUBLIC**

*(1) That under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 3 and 5 of Part 1 of Schedule 12A of the Act:*

*3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).*

*5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.*

**7 MONITORING REPORT: NOVEMBER 2015 TO JANUARY 2016**

The Director of the South Thames Gateway Building Control Committee introduced the report which gave an overview of the position of the budget and the progression against the objectives shown in the Business Plan 2015/18.

The Director answered Members' questions on the report.

**Resolved:**

- (1) *That the report be noted.*

**8 PROGRESS REPORT ON CONSULTANCY COMMERCIALISATION**

The Director of the South Thames Gateway Building Control Joint Committee introduced the report which updated the Committee on some of the options available through changes in legislation concerning the commercialisation of the consultancy and indicated how the Steering Group have advised to take the project further. He explained that a more detailed report would be submitted to the Committee at the Annual General Meeting in June 2016.

Members acknowledged the amount of work involved in the process and the Chairman suggested there should be some flexibility in the planned future meetings to allow for timetabling of the work involved in the commercialisation of the consultancy.

**Resolved:**

- (1) *That the report be noted and the respective partner authorities be recommended to allocate the necessary staff resource to deliver the objectives of the Business Plan.*

Chairman

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All Minutes are draft until agreed at the next meeting of the Committee/Panel