



**Meeting of South Thames Gateway Building Control
Joint Committee
13 December 2012
10:00 am to 10:41 am**

Record of the Meeting

Present:

Committee Members: Councillor Lewin (Swale Borough Council) (Chairman)
Councillor Burden (Gravesham Borough Council) (Vice-Chairman)
Councillor Chitty (Medway Council)

In attendance: Janine Boughton (Head of Administration and Business, South Thames Gateway Building Control Partnership)
Paula Charker (Employee Relations Manager, Medway Council)
Jo Hammond (Senior Democratic Services Officer, Swale Borough Council)
Vikki Finneran, (Principal Accountant, Financial Services, Gravesham Borough Council)
James Freeman (Head of Planning, Swale Borough Council)
Stephen Gaimster (Assistant Director, Housing, Development and Transport, Medway Council)
Sarah Kilkie (Assistant Director, Communities, Gravesham Borough Council)
Tony Van Veghel (Director, South Thames Gateway Building Control Partnership)
Kevin Woolmer (Finance Manager, Business Support and Regeneration, Community and Culture, Medway Council)
Sarah McEwan (Principal Legal Assistant, Gravesham Borough Council)
Maria Beaney (Senior Accountant, Medway Council)

1 Apologies for Absence

There were no apologies for absence.

2 Record of the Meeting

The record of the Meeting held on 20 September 2012 was signed by the Chairman as correct.

3 Urgent matters by reason of special circumstances

There were no urgent items.

4 Declarations of Interest

No interests were declared.

5 South Thames Gateway Building Control Annual Audit and Inspection Letter

The Finance Manager introduced this report which presented the external auditor's certificate and opinion in respect of the Joint Committee's accounts for 2011/12.

The Chairman congratulated Officers on their hard work.

Decision:

The Joint Committee noted the external auditor's certificate and opinion as presented.

Reasons for decision:

The Joint Committee has a key role in monitoring the performance of the Partnership including the findings of the external auditor.

6 South Thames Gateway Building Control Business Plan 2012/2017

The Director, South Thames Gateway Building Control Partnership presented the report which set out revised proposals for the South Thames Gateway Building Control Draft Business Plan following consultation and sought agreement of the revisions.

The Chairman confirmed that a discussion paper would be presented to the next meeting setting out options for alternative partnership models.

Discussion ensued regarding whether the partnership's expansion plans would fall within the EU procurement law thresholds, the desire to be entrepreneurial and the importance of understanding the legal implications. It was agreed that further advice would be provided by the Principal Legal Assistant and a draft would be sent to Members in advance of the meeting.

The Chairman referred to the objectives for 2012 - 2017 as set out in the Business Plan, and requested that more emphasis be placed on the marketing and promotion project and that this be started as early as possible.

Decisions:

(1) The Joint Committee approved the updated version of the Business Plan incorporating the comments received and agree to refer it back to the Cabinet of each partner authority to approve the final draft Business Plan.

(2) The Joint Committee noted the final contributions figures which will be included in each authority's budget planning process for 2013/14.

7 Monitoring Report September to November

The Director, South Thames Gateway Building Control Partnership presented the report which updated the Joint Committee on the current forecast for the 2012/13 financial year and gave details against the progress of the objectives of the Business Plan 2011/2014.

The Chairman requested that a report be provided to the next meeting on disabled adaptations. He also thanked officers for their assistance with providing completion certificates for residents at Kemsley Fields, Sittingbourne from the National House Building Council.

Decision:

The Joint Committee noted the contents of the report.

Reasons for decision:

The Constitution requires the Joint Committee to maintain a monitoring role on the progress of the partnership.

Chairman

Date

Jo Hammond

Senior Democratic Services Officer

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