

AGENDA

NOTE: In the case of non-members, this agenda is for information only

- Committee - **BUSINESS IMPROVEMENT SUB-COMMITTEE**
- Date & Time - Tuesday, 12th April, 2011 at 10.00 am
- Venue - Anglia Room, Conference Suite, Elizabeth House, Dereham NR19 1EE

Members of the Sub-Committee requiring further information, or with specific questions, are asked to raise these with the appropriate officer at least two working days before the meeting. If the information requested is available, this will be provided, and reported to the Sub-Committee.

Members of the Sub-Committee

Mr W.H.C. Smith (Chairman)
Mr P.D. Claussen

Lady Fisher

**PERSONS ATTENDING THE MEETING ARE
REQUESTED TO TURN OFF MOBILE TELEPHONES**

Member Services
Elizabeth House, Walpole Loke,
Dereham Norfolk, NR19 1EE

Date: Tuesday, 5 April 2011

PART A - ITEMS OPEN TO THE PUBLIC

	<u>Page(s) herewith</u>
1. <u>MINUTES</u>	
a) <u>To confirm the Minutes of the meeting held on 1 March 2011</u>	1 - 7
b) <u>To confirm the Minutes of the meeting held on 30 March 2011</u>	8 - 11
2. <u>APOLOGIES</u>	
To receive any apologies for absence.	
3. <u>URGENT BUSINESS</u>	
To consider any urgent business.	
4. <u>DECLARATION OF INTERESTS</u>	
Members are asked at this stage to declare any interests they may have in any of the following items on the agenda. The Members' Code of Conduct requires that declarations include the nature of the interest and whether it is a personal or prejudicial interest.	
5. <u>NON-MEMBERS WISHING TO ADDRESS THE MEETING</u>	
To note the names of any non-members who wish to address the meeting.	
6. <u>MEMBERS' ICT OPTIONS</u>	12 - 24
The following documents are attached:	
▪ Amended report on Members' ICT Options	
▪ Briefing note on Members' Allowance	
To ensure that Members receive accurate and up-to-date figures, not available at this time, additional information will be provided at the meeting.	
Members will also receive a verbal recommendation from the Joint Audit & Scrutiny Panel meeting to be held immediately before the Business Improvement Sub-Committee meeting.	
7. <u>STERIA INSOURCING PROJECT</u>	
To receive a verbal update.	
8. <u>FINANCE</u>	
Update by the Senior Accountant Capital and Treasury.	
9. <u>NEXT MEETING</u>	
To note that the next meeting will take place on Tuesday 24 May 2011 at 9.30am in the Norfolk Room, Conference Suite, Elizabeth House, Dereham.	

10. EXCLUSION OF PRESS & PUBLIC

To consider passing the following resolution:

“That under Section 100(A) 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 disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Act”.

**PART B – ITEMS FROM WHICH THE PRESS AND PUBLIC ARE
EXCLUDED**

11. LICENSING PARTNERSHIP

Report of the Director – Communities.

Page(s)
herewith

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