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Date: 9 July 2013

**MEETING OF OVERVIEW & SCRUTINY  
 (Internal)  
 COMMITTEE**

<b>On:</b>	<b>16 July 2013</b>	<b>At:</b>	<b>6.00pm</b>
<b>Venue:</b>	<b>Committee Room, Riverbank House, Bideford</b>		

**NOTICE OF MEETING**

<b>To:</b>	<b>Councillor B Redwood (Chair)</b> <b>Councillor P Pennington (Vice Chair)</b> <b>Councillors: D Brenton, M Footitt, D Fulford, J Lewis, P Watson, B Edwards, H Ratledge.</b>  <b>Non elected Members: Mr R Baker, Mr I Harper, Mr M Pearce.</b>
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**Members are requested to turn off their mobile phones for the duration of the meeting**

**AGENDA**

**PART I - (OPEN SESSION)**

1.	Apologies for Absence and Welcomes
2.	Confirmation of Minutes of the Meeting held on 4 June 2013  Minutes
3.	Declaration of Interests  Members with interests should refer to the agenda item and describe the nature of their interest when the item is considered.
4.	Agreement of Agenda Items Part I and II

5.	Urgent Matters brought forward with the permission of the Chair
6.	Committee Start time
7.	Training Requirements
8.	Council Tax Re billing update
9.	Planning Service Update
10.	Proposed Changes to the Monthly Business Report  To receive a presentation from the (Service Improvement Officer) Summary of proposed changes attached.  Summary
11.	Action List and Working Groups  Consideration of Forward Plan 2013/2014
12.	Develop work program and scoping of Future Work Projects
	<b><u>EXCLUSION OF THE PUBLIC</u></b>  The Chairman to move:-  That the public be excluded from the remainder of the meeting because of the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972.
	<b>PART II (CLOSED SESSION)</b>  <b>There are no Part II items</b>

<b>COMMITTEE ORGANISER:</b>	<b>Lorraine Inch – 01237 428705</b>
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