

Meeting Next Steps

Title: Leader's Task Group – All other Assets

Date: 10 August 2015

Present:

Councillor Harman	Councillor Chandler	
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In attendance:

Cathy Munro	Dave Phillips	
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Apologies: Councillor Jones

Next Steps

No.	Action	By whom	When
1.	The Terms of Reference were agreed by the Task Group.	All	
2.	Update - Dave Dave gave an update on all of the technical and estates work that Assets covers including building maintenance and health and safety.	DP	
3.	Update – Cathy Cathy gave an update on the strategic level asset projects including Airport Parking, Short Lane and the Leisure Centre with expected income, next steps and timescales.	CM	
4.	Councillor Harman stated that the Task Group will concentrate on the asset projects for future meetings. It was also agreed that Cathy will send out Highlight Reports regarding the projects to the Group.	CM	
5.	Date of Next Meeting The date of the next meeting is 8 October 2015.	All	October 2015