

Special Members' Panel (Meeting as a Committee of the Council)

Friday 23 March 2018
10.30 am Luttrell Room - County Hall,
Taunton



To: The Members of the Special Members' Panel (Meeting as a Committee of the Council)

Cllr M Caswell, Cllr M Chilcott, Cllr C Lawrence, Cllr M Lewis, Cllr L Leyshon and Cllr L Redman

For further information about the meeting, please contact Scott Wooldridge - swooldridge@somerset.gov.uk / 01823 357628

Guidance about procedures at the meeting follows the printed agenda.

This meeting will be open to the public and press, subject to the passing of any resolution under Section 100A (4) of the Local Government Act 1972.

This agenda and the attached reports and background papers are available on request prior to the meeting in large print, Braille, audio tape & disc and can be translated into different languages. They can also be accessed via the council's website on www.somerset.gov.uk/agendasandpapers



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AGENDA

Item Special Members' Panel (Meeting as a Committee of the Council) - 10.30 am
Friday 23 March 2018

Note:

This Panel has been convened under the Officer Employment Procedure Rules contained in Part 2 of the Constitution – (Rules and Procedures).

1 Appointment of Chairman for the Meeting

Test

2 Apologies for absence

3 Declarations of Interest

4 Exclusion of the Press and Public

To consider passing a resolution having been duly proposed and seconded under Schedule 12A of the Local Government Act 1972 that the press and public be excluded during the remainder of the meeting on the basis that if they were present during the business to be transacted there would be a likelihood of disclosure to them of exempt information of the following description:

- Information relating to any individual
- Information which is likely to reveal the identity of any individual
- Information relating to the financial or business affairs of any particular person (including the authority holding that information)

5 To consider a confidential report by Chris Squire, HR & OD Director, on a staffing matter

Report to follow. (PINK paper for members of the Committee only).

6 Minutes of the meeting (Pages 5 - 6)

To authorise the Chairman to sign the Minutes of the meeting as a correct record following circulation to to the Committee members.

THE MEETING – GUIDANCE NOTES

IMPORTANT NOTE FOR MEMBERS OF THE PUBLIC

1 Notes of the Meeting

Details of the issues discussed and decisions taken at the meeting will be set out in the Minutes.

2 Hearing Aid Loop System

To assist hearing aid users, the Luttrell Room has an infra-red audio transmission system. This works in conjunction with a hearing aid in the T position, but we also need to provide you with a small personal receiver. Please request one from the Committee Administrator and return at the end of the meeting.

3 Emergency Evacuation Procedure

In the event of the fire alarm sounding, members of the public are requested to leave the building via the signposted emergency exit, and proceed to the collection area outside Shire Hall. Officers and Members will be on hand to assist.

4 Recording of meetings

The Council supports the principles of openness and transparency, it allows filming, recording and taking photographs at its meetings that are open to the public providing it is done in a non-disruptive manner. Members of the public may use Facebook and Twitter or other forms of social media to report on proceedings and a designated area will be provided for anyone who wishing to film part or all of the proceedings. No filming or recording will take place when the press and public are excluded for that part of the meeting. As a matter of courtesy to the public, anyone wishing to film or record proceedings is asked to provide advanced notice to Scott Wooldridge – Monitoring Officer: swouldridge@somerset.gov.uk / 01823 357628

We would ask that, as far as possible, members of the public aren't filmed unless they are playing an active role such as speaking within a meeting and there may be occasions when speaking members of the public request not to be filmed.

The Council will be undertaking audio recording of some of its meetings in County Hall as part of its investigation into a business case for the recording and potential webcasting of meetings in the future.

A copy of the Council's Recording of Meetings Protocol should be on display at the meeting for inspection, alternatively contact the Committee Administrator for the meeting in advance.

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SPECIAL MEMBERS PANEL

Minutes of a meeting of the Special Members Panel held in the Luttrell Room, County Hall, Taunton on Friday 23 March 2018 at 10.00.

Present: Cllr M Caswell, Cllr M Chilcott, Cllr C Lawrence, Cllr M Lewis, Cllr L Leyshon and Cllr L Redman

1 APPOINTMENT OF CHAIR FOR THE MEETING - agenda item 1

Cllr Lawrence proposed Cllr Lewis and this was seconded by Cllr Caswell. Cllr Lewis was then appointed as the Chair for the meeting.

2 APOLOGIES FOR ABSENCE - agenda item 2

None.

3 DECLARATIONS OF INTEREST – agenda item 3

Reference was made to the following personal interests of the Members of the Panel which were published in the register of members' interests which were available for public inspection in the meeting room:

Cllr M Caswell	Member of Sedgemoor District Council
Cllr M Chilcott	Member of West Somerset Council
Cllr M Lewis	Member of South Somerset District Council
Cllr L Redman	Member of Sedgemoor District Council Member of Bridgwater Town Council

4 EXCLUSION OF THE PRESS AND PUBLIC - agenda item 4

The Panel agreed to pass a resolution having been proposed by Cllr Lewis and seconded by Cllr Lawrence under Schedule 12A of the Local Government Act 1972 that the press and public be excluded during the remainder of the meeting on the basis that if they were present during the business to be transacted there would be a likelihood of disclosure to them of exempt information of the following description:

- Information relating to any individual
- Information which is likely to reveal the identity of any individual
- Information relating to the financial or business affairs of any particular person (including the authority holding that information).

5 TO CONSIDER A CONFIDENTIAL REPORT BY CHRIS SQUIRE, HR & OD DIRECTOR, ON A STAFFING MATTER – agenda item 5

5.0 The confidential minute relating to this item is set out in Annex A.

5.3 The Panel resolved to approve the recommendations set out in the report.

6 MINUTES OF THE MEETING – agenda item 6

The Panel agreed to authorise the Chairman to sign the Minutes of the meeting as a correct record following circulation to the Committee members.

The meeting ended at 11.40

A handwritten signature in black ink that reads "M. B. Lewis". The signature is written in a cursive style with a horizontal line underneath the name.

**Cllr Mike Lewis
Chair**