

Public Agenda Pack



Notice of Meeting of

SPECIAL MEMBERS PANEL

Wednesday, 10 May 2023 at 2.00 pm

Luttrell Room - County Hall, Taunton TA1 4DY

To: The members of the Special Members Panel

Councillor Mark Healey

Councillor Val Keitch

Councillor Bill Revans

Councillor Gill Slocombe

Councillor Federica Smith-
Roberts

Councillor Ros Wyke

For further information about the meeting, including how to join the meeting virtually, please contact democraticservices@somerset.gov.uk. Or 01823 357628

All members of the public are welcome to attend our meetings and ask questions or make a statement **by giving advance notice** in writing or by e-mail to the Monitoring Officer at email: democraticservicesteam@somerset.gov.uk by **5pm on Wednesday, 3 May 2023**.

This meeting will be open to the public and press, subject to the passing of any resolution under the Local Government Act 1972, Schedule 12A: Access to Information.

The meeting will be webcast and an audio recording made.

Issued by the Monitoring Officer and Head of Governance & Democratic Services (the Proper Officer) on Thursday 27 April 2023

AGENDA

Special Members Panel - 2.00 pm Wednesday, 10 May 2023

Public Guidance Notes

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1 Appointment of a Chair for the meeting

To appoint a Chair from the elected Members of the Committee.

2 Apologies

To receive any apologies.

3 Declaration of interests

Members to declare any interests. The statutory register of interests can be inspected upon request to the Democratic Services Team.

4 Public Question Time

The Chair will allow members of the public, that have registered before the deadline, to ask any questions or make a statement about the matters on the agenda for the meeting.

5 Exclusion of the press and public

The Committee are requested to consider and agree a resolution 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.

6 Report from the Service Director of Workforce (Pages 7 - 10)

To consider the report prepared by the Service Director – Workforce.

7 Minutes of the meeting

To authorise the Chair of the meeting to agree the accuracy and sign the minutes as a correct record following circulation to the Members of the Committee.

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Guidance notes for the meeting

Council Public Meetings

The legislation that governs Council meetings requires that committee meetings are held face-to-face. The requirement is for members of the committee and key supporting officers (report authors and statutory officers) to attend in person, along with some provision for any public speakers. Provision will be made wherever possible for those who do not need to attend in person including the public and press who wish to view the meeting to be able to do so virtually.

Inspection of Papers

Any person wishing to inspect minutes, reports, or the background papers for any item on the agenda should contact Democratic Services at

democraticserviceteam@somerset.gov.uk or telephone 01823 357628.

They can also be accessed via the council's website on [Committee structure - Modern Council \(somerset.gov.uk\)](#)

Members' Code of Conduct requirements

When considering the declaration of interests and their actions as a councillor, Members are reminded of the requirements of the Members' Code of Conduct and the underpinning Principles of Public Life: Honesty; Integrity; Selflessness; Objectivity; Accountability; Openness; Leadership. The Code of Conduct can be viewed at: [Code of Conduct](#)

Minutes of the Meeting

Details of the issues discussed, and recommendations made at the meeting will be set out in the minutes, which the Committee will be asked to approve as a correct record at its next meeting.

Public Question Time

If you wish to speak or ask a question about any matter on the Committee's agenda please contact Democratic Services by 5pm providing 3 clear working days before the meeting. (for example, for a meeting being held on a Wednesday, the deadline will be 5pm on the Thursday prior to the meeting) Email

democraticserviceteam@somerset.gov.uk or telephone 01823 357628.

Members of public wishing to speak or ask a question will need to attend in person or if unable can submit their question or statement in writing for an officer to read out, or alternatively can attend the meeting online.

A 20-minute time slot for Public Question Time is set aside near the beginning of the meeting, after the minutes of the previous meeting have been agreed. Each speaker will have 3 minutes to address the committee.

You must direct your questions and comments through the Chair. You may not take a direct part in the debate. The Chair will decide when public participation is to finish. If an item on the agenda is contentious, with many people wishing to attend the meeting, a representative should be nominated to present the views of a group.

Meeting Etiquette for participants

Only speak when invited to do so by the Chair.

Mute your microphone when you are not talking.

Switch off video if you are not speaking.

Speak clearly (if you are not using video then please state your name)

If you're referring to a specific page, mention the page number.

There is a facility in Microsoft Teams under the ellipsis button called turn on live captions which provides subtitles on the screen.

Exclusion of Press & Public

If when considering an item on the agenda, the Committee may consider it appropriate to pass a resolution under Section 100A (4) Schedule 12A of the Local Government Act 1972 that the press and public be excluded from the meeting on the basis that if they were present during the business to be transacted there would be a likelihood of disclosure of exempt information, as defined under the terms of the Act.

If there are members of the public and press listening to the open part of the meeting, then the Democratic Services Officer will, at the appropriate time, ask participants to leave the meeting when any exempt or confidential information is about to be discussed.

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 this 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. No filming or recording may take place when the press and public are excluded for that part of the meeting.

Decision Report – Special Members Panel

Forward Plan Reference: n/a

Decision Date – 10 May 2023



Somerset Council Redundancies Arising from Implementation of the Senior Leadership Structure

Executive Member(s): Cllr Bill Revans

Local Member(s) and Division: n/a

Lead Officer: Duncan Sharkey – Chief Executive

Author: Chris Squire – Service Director, Workforce

Contact Details: chris.squire@somerset.gov.uk

Summary / Background

1. The report presents the role of the Special Members' Panel, in approving and/or recommending decisions on the dismissal of chief & deputy chief officers for the reason of redundancy. The report and discussion will contain personally identifiable and sensitive information and will therefore be discussed as part of a confidential meeting of the panel.
2. The proposed redundancies are due to the implementation of the leadership structure for Somerset Council, as set out in the objectives of the business case for unitary status.

Recommendations

3. As set out in section two of the main report.

Reasons for recommendations

4. As set out in the main report.

Other options considered

5. Options to mitigate redundancies have been considered. These are set out in section 5 of the main report and were also considered as part of pre-transfer redundancy consultation, in November and December 2022.

Links to Council Plan and Medium-Term Financial Plan

6. The redundancies support the agreed business case for unitary status in Somerset.

Financial and Risk Implications

7. The financial implications of the redundancy programme are set out in sections 5 and 12 of the main report.
8. There are employment and governance risks when running a redundancy programme. These have been mitigated through working with legal experts in these areas and through ongoing dialogue with trade unions.

Likelihood	3	Impact	3	Risk Score	9
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Legal Implications

9. Legal and Governance implications are included in section 4 of the main report.

HR Implications

10. HR implications of the redundancy programme have been considered throughout the consultation, recruitment and redundancy processes to support the implementation of the leadership team to Somerset Council. The implications of the redundancy programme are contained within the main report.

Other Implications:

Equalities Implications

11. An Equalities Impact Assessment to support the implementation of the Leadership Structure for Somerset Council is included in Appendix 3 of the main report.

Community Safety Implications

12. Not applicable

Climate Change and Sustainability Implications

13. Not applicable

Health and Safety Implications

14. All staff who are at-risk of redundancy are being supported through specialist outplacement support, the Council's employee assistance programme and dedicated HR support.

Health and Wellbeing Implications

15. As per Health & Safety implications

Social Value

16. Not applicable

Scrutiny comments / recommendations:

17. The recommendations have not been considered by a scrutiny committee.

Background

18. As per the main report.

Background Papers

19. As set out in the main report

Appendices

- Main report - Somerset Council Redundancies Arising from Implementation of the Senior Leadership Structure

Report Sign-Off (if appropriate) (internal use only - not for publication)

	Officer Name	Date Completed
Legal & Governance Implications	David Clark	3 rd May 2023
Communications	Chris Palmer	3 rd May 2023
Finance & Procurement	Jason Vaughan	2 nd May 2023
Workforce	Chris Squire	2 nd May 2023
Asset Management	Oliver Woodhams	n/a
Strategy & Performance	Alyn Jones	3 rd May 2023
Executive Lead Member	Bill Revans	2 nd May 2023

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