

Swindon Borough Council

Special Committee

Wednesday, 19 July 2017

Committee Room 6, Civic Offices

At 4.30 p.m.

Conservative Councillors

David Renard (Chair)
Fionuala Foley
Brian Ford
Russell Holland (Vice-Chair)
Cathy Martyn
Garry Perkins

Deputies: *All other Cabinet Members*

Labour Councillors

Steve Allsopp
Jim Grant
Des Moffatt
Kevin Small

Deputies: *All other Labour Shadow Cabinet Members*

Liberal Democrat Councillors

Stan Pajak

Deputies: *All other Liberal Democrat Members*

Committee Officer: Steve Jones (Telephone: 01793 463602)
email: stevejones@swindon.gov.uk

Swindon Borough Council can be contacted at the Civic Offices, Euclid Street, Swindon, SN1 2JH (Telephone 01793 445500)

Access Arrangements - The venue is wheelchair accessible and an infrared receiver hearing system is provided. If you have any special requirements to enable you to attend the meeting or would like to receive any of the pages contained in this agenda in a larger print size, please contact the Committee Officer as soon as possible prior to the date of the meeting.

AGENDA

PART 1 (PUBLIC ITEMS)

1. Apologies for Absence

2. Declarations of Interest

Members are reminded that at the start of the meeting they should declare any known interests in any matter to be considered, and also during the meeting if it becomes apparent that they have an interest in the matters being discussed.

3. Minutes (Pages 5 - 6)

To receive the minutes of the meeting held on 13th April 2017.

4. Public Question Time

See explanatory note below. Please phone the Committee Officer whose name and number appears at the top of this agenda if you need further guidance.

5. Exempt Items - Exclusion of Press and Public

Certain items are expected to include the consideration of exempt information and the Standards Committee is, therefore, recommended to resolve "That, in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in the items listed below, on the grounds that they involve the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information".

<u>Item No.</u>	<u>Paragraph No.</u>
6	1 and 2

PART 2 (TO BE CONSIDERED WITHOUT THE PRESS AND PUBLIC PRESENT)

6. Organisational Changes (CE)
(To Follow)

Date of Despatch: 18 July 2017

Key:

Officers:

CE – Chief Executive

Public Question Time - Swindon Borough Council remains committed to increasing its accountability to the public and to promoting active citizenship. 15 minutes will be allowed at the start of all Council meetings for questions to the Chair from the public about the work of the Committee (except for confidential matters, and matters relating to planning and licensing applications). We will give priority to those who submit questions in writing at least two days before the meeting. Questions must be relevant, clear, and concise. You may not use Public Question Time as an opportunity to make speeches or statements.

Questions in writing should be sent to the Committee Officer whose contact details appear on the agenda above or to the Director of Law and Democratic Services, we will publish it, along with the answer, alongside the Minutes. The process associated with asking a public question is set out in the "Public Question Time at Council Meetings Protocol and Guidance" available on the Council's Website.
(<http://ww5.swindon.gov.uk/moderngov/ecCatDisplay.aspx?sch=doc&cat=13338&path=0>) or from the Committee Officer named above.

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Special Committee - Terms of Reference

The Special Committee shall have delegated to it the power to act for the Council on the advice of the Chief Executive on any policy decision or any particular matter that is urgent and necessary in the best interests of the Council.

The quorum of the Committee shall be three.

Deputy Members may be appointed at the Annual or any meeting of the Council.

Minutes of any proceedings of this Committee shall be submitted to the Council.

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SPECIAL COMMITTEE

THURSDAY, 13 APRIL 2017

PRESENT:- Councillors David Renard (Chair), Junab Ali, Brian Ford, Jim Grant, Russell Holland (Vice-Chair), Des Moffatt, Garry Perkins and Kevin Small.

Apologies for absence were received from Councillors Fionuala Foley and Mary Martin.

12. Declarations of Interest

The Chair reminded Members of the need to declare any known interests in any matters to be considered at the meeting.

13. Minutes

Resolved –That the minutes of the meeting held on 10th October 2016 be confirmed and signed as a correct record.

14. Public Question Time

No public questions were asked under Standing Order 28.

15. Organisation changes consequential on the appointment of the Corporate Director of Resources and Transformation

Further to Minute 11, following an assessment by the Corporate Director of Resources and Transformation of the statutory roles reporting in to that position, the Committee received a joint report of the Leader of the Council and Chief Executive seeking the Committee's approval to (i) altering the role title of the Head of Finance (Section 151 Officer) to reflect the role's Section 151 responsibility, and (ii) realigning the statutory responsibility of Senior Information Risk Owner (SIRO), from the Corporate Director of Resources and Transformation to the Head of Information and Technology and altering that officer's role title accordingly.

Resolved – (1) That the role title for the "Head of Finance (Section 151 Officer)" be altered to the "Director of Finance (Section 151 Officer)".

(2) That the role title for the "Head of Information and Technology" be altered to "Chief Information Officer" and that it be noted that this post includes responsibility for SIRO.

(3) That, in order to better reflect common practice within the Council, the role title of the "Head of Education Services" be altered to "Head of Education".

(4) That the Director of Law and Democratic Services be authorised to amend the Council's Constitution accordingly.

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