

## **SPECIAL COMMITTEE**

**TUESDAY, 17<sup>th</sup> JUNE, 2003**

PRESENT:- Councillor Mike Bawden in the Chair; Councillors Ian Dobie, Wendy Johnson, Keith Small and Kevin Small.

Apologies for absence were received from Councillors Mike Evemy and David Nash.

Chair -  
Councillor MIKE BAWDEN

Vice-Chair -  
Councillor IAN DOBIE

### **MINUTES FOR REPORT**

#### **1. Declarations of Interest**

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

#### **2. Confirmation of Minutes**

Resolved – That the minutes of the meeting held on 15<sup>th</sup> January, 2003, be confirmed and signed.

#### **3. Section 100A(4), Local Government Act 1972**

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 Item 7 of the Notice of the Meeting on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 1 of Schedule 12A to the Act. (Minute 6 refers.)

#### **4. Public Question Time**

No questions were asked in accordance with Standing Order 28.

#### **5. Appointments to Other (Outside) Bodies**

The Borough Solicitor submitted a report dated 11<sup>th</sup> June, 2003, concerning (a) the need to determine appointments to certain “outside” bodies where no decision had been made at the Annual Council Meeting on 16<sup>th</sup> May, 2003, and (b) the outcome of a review of the status of “outside” bodies to which the Council appointed or had appointed representatives to in the past.

Resolved – That the following appointments be made to “outside” bodies for the Municipal Year, 2003/04:-

## Outside Body

## Appointments

Association of Public Service Excellence	Councillor John Taylor (Deputy: Councillor Glenn Smith)
Health Hydro Management Committee	Councillor Michael Dickinson (Deputy: Councillor Melanie Duff)
Local Agenda 21 Steering Group (Formally Environmental Forum)	Councillor Ian Dobie (as Lead Member for Transport and Environmental Services) and Councillors Chris Shepherd and Keith Small
Local Government Information Unit	Councillor Kevin Small (Deputy: Councillor Ian Dobie)
South West Regional Committee of ROOM, the National Council for Housing and Planning	Councillor Andy Albinson (Deputy: Councillor Mavis Childs)
South West Arts Regional Council	Councillor Carolyn Arkell
Swindon Portage (Pre-School Education for Children with Special Educational Needs)	Councillor Brenda Craven
Upper Thames Area Liaison Forum	Councillors Carolyn Arkell, Ian Dobie, David Glaholm, Stan Pajak and Keith Small
Wilts & Berks Canal Trust	Councillor Laura Holiday (Deputy: Mr Neil Butters)
Wiltshire & Swindon Record Office Project Board	Councillors Laura Holiday and Barrie Thompson (Deputies: Councillor Gunter Gussefeld and Martin Wiltshire)
Wiltshire Historic Buildings Trust Limited	Councillor Maurice Fanning (Deputy: Councillor Gunter Gussefeld)

(2) That Highworth Town Council be requested to nominate a representative, on behalf of this Council, to serve on the Highworth Youth and Community Centre Support Committee.

(3) That the Chief Executive be authorised to determine, in consultation with the three political group leaders, the appointment of the Council's representative on the Local Government Association South West Regional Assembly, and the Borough Solicitor seek to identify from the Regional Assembly the likely proportionality arrangements that may impact on the representation of Swindon on the Regional Assembly for 2003/04.

(4) That no appointment be made to the Swindon Town Football Club (Finance Committee) and it be removed from the Council's list of outside bodies.

(5) That the review of the current status of outside bodies be noted and the Borough Solicitor be authorised to make the necessary changes to update the Council's database of such organisations.

(6) That it be noted that the following outside bodies to which the Council appointed representatives at the Annual Council Meeting on 16<sup>th</sup> May, 2003, no longer exist or are in the process of being wound up:-

Successful Inclusion in Swindon Schools Steering Group (Councillor Brenda Craven appointed for 2003/04)

Public Sector Interest Group (Councillor Barrie Thompson appointed for 2003/04)

Local Government Against Poverty (Councillor Carolyn Arkell appointed for 2003/04)

(7) That the Borough Solicitor be requested to ensure that in future the minimum number of appointments are made at the Annual Council Meeting and that wherever possible detailed appointments are referred to a meeting of the Special Committee for determination as early as possible within the new Municipal Year.

## **6. Senior Management Staffing Issues**

The Chief Executive submitted a report dated 10<sup>th</sup> June, 2003, concerning proposed changes within the Council's senior management arrangements.

Resolved – (1) That the Head of Core Personnel be authorised to issue notice of the termination of employment due to redundancy of Employee 102972A.

(2) That the Borough Solicitor be authorised to conclude a comprise agreement between the Council and Employee 102972A based on a final day of service no later than 18<sup>th</sup> September, 2003, unless otherwise agreed in consultation with the Chief Executive.

(3) That the proposed comprise agreement between the Council and Employee 102972A be completed by no later than 31<sup>st</sup> July, 2003.

(4) That the Chief Executive in consultation with the political group leaders on the Council, be authorised, should it be necessary, to approve any subsequent arrangements with regard to paid leave that may be required.

(5) That, with effect from Employee 102972A's agreed final day of service:-

- (a) Employee 132287A be appointed Acting Chief Finance Officer, incorporating the role of the Section 151 Officer, and that he be authorised to exercise the delegations numbers 58 to 87 in the Council's Scheme of Delegations (Part 8 of the Council's Constitution), together with the Proper Officer provisions delegated to the Director of Resources, pending further consultation on the wider re-organisation proposals;
- (b) all other delegated responsibilities of Employee 102972A transfer to the Chief Executive; and
- (c) Article 14.07 of the Council's Constitution be amended to provide that the Director of Swindon Services is substituted for the "Director of Resources" and is authorised to act in the absence of the Chief Executive, and in the absence of the Director of Swindon Services the Borough Solicitor is authorised to act in the absence of the Chief Executive.

(6) That the Borough Solicitor be authorised to make all necessary amendments to the Council's Constitution.