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8 November 2010

To: All Members of the Council
Chief Executive and other appropriate officers
Press and Public

Dear Member

Special Council Meeting: Tuesday, 16th November, 2010

You are invited to attend a **Special Meeting of the Council**, to be held on **Tuesday, 16th November, 2010** at **6.30 pm** in the **Council Chamber - Guildhall, Bath**.

The Ordinary meeting of the Council will follow immediately after the Special Meeting has finished.

The agenda is set out overleaf.

Sandwiches and fruit and tea/coffee/cold drinks will be available for Councillors from 5pm in the Aix-en-Provence Room (next to the Banqueting Room) on Floor 1.

Yours sincerely

Tom Dunne, Democratic Services Manager (Council and Member Services)
for Chief Executive

Please note the following arrangements for pre-group meetings:

Conservative	Brunswick Room, Ground Floor
Liberal Democrat	Kaposvar Room, Floor 1
Labour	Small Meeting Room, Floor 2
Independent	Performance and Improvement Team Office, Floor 1

NOTES:

- 1. Inspection of Papers:** Any person wishing to inspect minutes, reports, or a list of the background papers relating to any item on this Agenda should contact Tom Dunne who is available by telephoning 01225 394360 or by calling at the Guildhall, Bath (during normal office hours).
- 2. Details of Decisions taken at this meeting can** be found in the minutes which will be circulated with the agenda for the next meeting. In the meantime details can be obtained by contacting as above. Papers are available for inspection as follows:-

Public Access points - Guildhall - Bath, Riverside - Keynsham, Hollies - Midsomer Norton, and Bath Central, Keynsham and Midsomer Norton public libraries.

For Councillors and officers papers may be inspected via Political Group Research Assistants and Group Rooms/Members' Libraries

- 3. Spokespersons:** The Political Group Spokespersons for the Council are the Group Leaders who are Councillors Francine Haerberling (Conservative Group), Paul Crossley (Liberal Democrat Group), John Bull (Labour Group) and Chris Cray (Independent Group).
- 4. Attendance Register:** Members should sign the Register which will be circulated at the meeting.
- 5. Public Speaking at Meetings**

The Council has a scheme to encourage the public to make their views known at meetings. They may make a statement relevant to what the meeting has power to do. They may also present a petition or a deputation on behalf of a group. They may also ask a question to which a written answer will be given. If an answer cannot be prepared in time for the meeting it will normally be sent out within five working days afterwards. **Advance notice of all public submissions is required not less than two full working days before the meeting. This means that for meetings held on Tuesdays notice must be received in Democratic Services by 5.00pm the previous Thursday. For special meetings only submissions relating to the agenda business can be considered.** Further details of the scheme can be obtained by contacting Tom Dunne as above.

- 6. THE APPENDED SUPPORTING DOCUMENTS ARE IDENTIFIED BY AGENDA ITEM NUMBER.**

7. Emergency Evacuation Procedure

When the continuous alarm sounds, you must evacuate the building by one of the designated exits and proceed to the named assembly point. The designated exits are sign-posted.

Arrangements are in place for the safe evacuation of disabled people

- 8. Presentation of reports** Officers of the Council will not normally introduce their reports unless requested by the meeting to do so. Officers may need to advise the meeting of new information arising since the agenda was sent out.

SPECIAL COUNCIL MEETING: TUESDAY, 16TH NOVEMBER, 2010 AT 6.30 PM IN THE COUNCIL CHAMBER - GUILDHALL, BATH

AGENDA

1. EMERGENCY EVACUATION PROCEDURE

The Chairman will draw attention to the emergency evacuation procedure as set out under Note 7.

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

At this point in the meeting declarations of interest are received from Members in any of the agenda items under consideration at the meeting. Members are asked to complete the green interest forms circulated to groups in their pre-meetings (which will be announced at the Council Meeting) to indicate:

(a) The agenda item number in which they have an interest to declare.

(b) The nature of their interest.

(c) Whether their interest is **personal and prejudicial** *or* **personal**.

Any Member who needs to clarify any matters relating to the declaration of interests is recommended to seek advice from the Solicitor to the Council and Monitoring Officer before the meeting to expedite dealing with the item during the meeting.

4. ANNOUNCEMENTS FROM THE CHAIRMAN OF THE COUNCIL OR FROM THE CHIEF EXECUTIVE

These are matters of information for Members of the Council. No decisions will be required arising from the announcements.

5. TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIRMAN

If there is any urgent business arising since the formal agenda was published, the Chairman will announce this and give reasons why she has agreed to consider it at this meeting. In making her decision, the Chairman will, where practicable, have consulted with the Leaders of the Political Groups. Any documentation on urgent business will be circulated at the meeting, if not made available previously.

Note: Agendas for Council meetings are structured so as to identify those matters on which the Council may make a decision and those where its powers are limited to comment or recommendation to the Cabinet or other bodies.

The order of agenda business is prescribed in the Council's Constitution. The Chairman or the meeting may vary this.

PUBLIC QUESTIONS, STATEMENTS, PETITIONS AND DEPUTATIONS

Explanation: A member of the public who has given prior notice may make his/her views known at a Council meeting by making a statement, presenting a petition or a deputation on behalf of a group or asking a question (see note 5 above).

6. QUESTIONS, STATEMENTS, PETITIONS AND DEPUTATIONS FROM THE PUBLIC

The Democratic Services Manager will announce any submissions received about the business of the special meeting under the arrangements set out in note 5 above. The Council will be invited to decide what action it wishes to take, if any, on the matters raised in these submissions. As the questions received and the answers given will be circulated in written form there is no requirement for them to be read out at the meeting. The questions and answers will be published with the draft minutes.

COUNCIL FUNCTIONS

Explanation: In addition to the Policy and Budget Framework, the Full Council is responsible for making all decisions on constitutional issues and other legally prescribed matters.

7. FUTURE EXECUTIVE LEADERSHIP MODEL OF THE COUNCIL

This report sets out the results of the consultation on the options for executive governance and invites the Council to decide which option it wishes to pursue.

8. QUESTIONS, STATEMENTS, PETITIONS AND DEPUTATIONS FROM COUNCILLORS

The Democratic Services Manager will announce any submissions received about the business of the special meeting. The Council will be invited to decide what action it wishes to take, if any, on the matters raised in these submissions. As the questions received and the answers given will be circulated in written form there is no requirement for them to be read out at the meeting. The questions and answers will be published with the draft minutes.

This Agenda and all accompanying reports are printed on recycled paper

If you need to access this agenda or any of the supporting reports in an alternative accessible format please contact Democratic Services or the relevant report author whose details are listed at the end of each report.