

## **Bath and North East Somerset Joint Committee for Oversight of Joint Working**

Democratic Services Riverside, Temple Street, Keynsham, BS31 1LA	Direct Line:	01225 394411
	Ask For:	Michaela Gay
	E-mail:	Democratic_Services@bathnes.gov.uk
	Date:	14 <sup>th</sup> November 2013

To: All Members of the Joint Committee for Oversight of Joint Working

**Members:** Councillor Simon Allen (Bath & North East Somerset Council), Councillor Andrew Furse (Bath & North East Somerset Council) and Councillor Dine Romero (Bath & North East Somerset Council)

Sarah James (Bath & North East Somerset Clinical Commissioning Group), Dr Ian Orpen (Bath & North East Somerset Clinical Commissioning Group) and James Holden (Bath & North East Somerset Clinical Commissioning Group).

Other appropriate officers  
Press and Public

Dear Member

### **Joint Committee for Oversight of Joint Working**

You are invited to attend a meeting to be held on **Monday, 25th November, 2013 at 2.00 pm** in the **Aix en Provence Room - Guildhall, Bath.**

The agenda is set out overleaf.

Yours sincerely

Michaela Gay  
Democratic Services Officer

*This Agenda and all accompanying reports are printed on recycled paper*

## **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 Michaela Gay who is available by telephoning Bath 01225 394411 or by calling at the Riverside Offices Keynsham (during normal office hours).

### **2. Public Speaking at Meetings:**

The Committee encourages the public to make their views known at meetings. They may make a statement relevant to what the meeting has power to do. Advance notice is requested, if possible, not less than *two full working days* before the meeting (this means that for meetings held on Wednesdays notice is requested in Democratic Services by 4.30pm the previous Friday).

### **3. Details of Decisions taken at this meeting** can be found in the draft minutes which will be published as soon as possible after the meeting, and also circulated with the agenda for the next meeting. In the meantime details can be obtained by contacting Michaela Gay as above. Appendices to reports (if not included with these papers) are available for inspection at the Council's **Public Access Points:**

- Guildhall, Bath;
- Riverside, Keynsham;
- The Hollies, Midsomer Norton;
- Public Libraries at: Bath Central, Keynsham and Midsomer Norton.

### **4. Substitutions**

Members of the Committee are reminded that any substitution should be notified to the Committee Administrator prior to the commencement of the meeting.

### **5. 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 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 **a disclosable pecuniary interest** or an **other interest**, (as defined in Part 2, A and B of the Code of Conduct and Rules for Registration of Interests)

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

### **6. Attendance Register:**

Members should sign the Register which will be circulated at the meeting.

### **7. Emergency Evacuation Procedure**

If 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.

## Joint Committee for Oversight of Joint Working

Monday, 25th November, 2013

Aix en Provence Room - Guildhall, Bath

2.00 pm - 4.00 am

---

### Agenda

1. ELECTION OF CHAIR

For the Committee to elect a Chairperson.

2. WELCOME AND INTRODUCTIONS

3. EMERGENCY EVACUATION PROCEDURE

The Chair will draw attention to the emergency evacuation procedure as set out under Note 6.

4. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

5. 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 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 **a disclosable pecuniary interest** or an **other interest**, (as defined in Part 2, A and B of the Code of Conduct and Rules for Registration of Interests)

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

6. TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIRMAN

7. ITEMS FROM THE PUBLIC OR COUNCILLORS - TO RECEIVE DEPUTATIONS, STATEMENTS, PETITIONS OR QUESTIONS RELATING TO THE BUSINESS OF THIS MEETING

At the time of publication no notifications had been received.

8. DRAFT TERMS OF REFERENCE

---

For the Committee to consider and agree the Draft Terms of Reference.

9. JOINT WORKING FRAMEWORK

The Joint Working Framework is attached.

10. FUTURE MEETINGS PLANNING

This will be a verbal report regarding future meetings of the Committee.

The Democratic Services Officer for this meeting is Michaela Gay who can be contacted by telephoning Bath 01225 394411