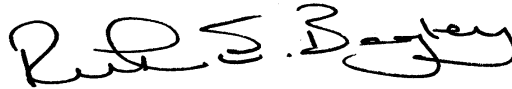


Date of issue: Monday, 8 August 2016

<b>MEETING:</b>	<b>STATUTORY OFFICERS' DISCIPLINARY PANEL</b> (Mr Comben, Dr Lee and Mr Litvak)
<b>DATE AND TIME:</b>	TUESDAY, 16TH AUGUST, 2016 AT 10.30 AM
<b>VENUE:</b>	SATURN SUITE 1, ST MARTINS PLACE, 51 BATH ROAD, SLOUGH, BERKSHIRE
<b>DEMOCRATIC SERVICES OFFICER: (for all enquiries)</b>	CATHERINE MEEK 01753 875011

NOTICE OF MEETING

You are requested to attend the above Meeting at the time and date indicated to deal with the business set out in the following agenda.



**RUTH BAGLEY**  
Chief Executive

AGENDA

PART I

<u>AGENDA ITEM</u>	<u>REPORT TITLE</u>	<u>PAGE</u>
	Apologies for absence.	
1.	Appointment of Chair	
2.	Declarations of Interest	

*All Members of the Panel who believe they have a Disclosable Pecuniary or other Pecuniary or non pecuniary Interest in any matter to be considered at the meeting must declare that interest.*

**AGENDA**  
**ITEM**

**REPORT TITLE**

**PAGE**

- |    |                                 |       |
|----|---------------------------------|-------|
| 3. | Terms of Reference of the Panel | 1 - 2 |
| 4. | Exclusion of Press and Public   |       |

It is recommended that the Press and Public be excluded from the meeting during consideration of the item in Part 2 of the Agenda, as it involves the likely disclosure of exempt information relating to an individual and information which is likely to reveal the identity of an individual; and the disclosure would not be in the public interest as defined in Paragraphs 1 and 2 of Part 1 of Schedule 12A of the Local Government Act 1972 (amended).

**PART II**

- |    |                              |        |
|----|------------------------------|--------|
| 5. | Instigation of Investigation | 3 - 10 |
|----|------------------------------|--------|

Press and Public

You are welcome to attend this meeting which is open to the press and public, as an observer. You will however be asked to leave before the Panel considers any items in the Part II agenda. Special facilities may be made available for disabled or non-English speaking persons. Please contact the Democratic Services Officer shown above for further details.

Minicom Number for the hard of hearing – (01753) 875030

**Terms of Reference of Statutory Officers' Disciplinary Panel**

The Panel has the following powers in respect of matters which might lead to the dismissal of, or disciplinary action against the Chief Finance Officer, Monitoring Officer or Head of Paid Service except in relation to matters concerning redundancy, the expiry of a fixed term contract or permanent ill health:

1. To arrange for the investigation of the matter;
2. To consider the investigation report and representations (including in person) by the relevant officer;
3. To make recommendations to Council in relation to the dismissal of the relevant officer.

**Membership**

The Panel shall consist of 3 independent persons appointed by the Council under Section 28 of the Localism Act 2011 who will be invited to a Panel meeting as and when required.

The quorum of the Panel shall be 2 independent persons.

For the purposes of this Panel an independent person is one appointed under Section 28(7) of the Localism Act 2011.

**Approved by Council, 24<sup>th</sup> November 2015**

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**AGENDA ITEM 5**

By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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