

## Report of the Chair

### Special Scrutiny Programme Committee – 26 November 2014

#### AMENDMENT TO MINUTE NO. 130: SPECIAL COMMITTEE MEETING - 23 APRIL 2014

<b>Purpose</b>	The report advises of an error in the minutes of the special committee meeting held on 23 April 2014 for correction.
<b>Content</b>	The report refers to minutes of the Special Scrutiny Programme Committee meeting held on 23 April 2014, specifically the record of evidence from Councillor Penny Matthews.
<b>Councillors are being asked to</b>	Amend the minutes of the special committee meeting of 23 April 2014 as detailed in paragraph 1.2 of this report.
<b>Lead Councillor(s)</b>	Councillor Robert Smith, Vice-Chair of Scrutiny Programme Committee.
<b>Lead Officer &amp; Report Author</b>	Brij Madahar, Scrutiny Coordinator Tel: 01792 637257 E-mail: <a href="mailto:brij.madahar@swansea.gov.uk">brij.madahar@swansea.gov.uk</a>

#### 1. Introduction

- 1.1 The committee has been made aware of an error in the record of evidence gathered. Committee approval is required to amend previous minutes. The minutes which require amendment are of the 23 April 2014 special Scrutiny Programme Committee meeting.
- 1.2 Minute 130 (Evidence Session: Gypsy & Traveller Site Search Process) includes a summary of the evidence provided by Councillor Penny Matthews. During her evidence she had referred to a letter sent to former Councillor John Hague relating to the Gypsy Traveller Task & Finish Group. A copy of this letter (dated 26 March 2012) was subsequently provided to the committee and is included in record of evidence. The minutes however refer to Martin Saville as the author of the letter whereas the letter was sent by Reena Owen. The amendment to minute 130 required is therefore to delete reference to Martin Saville and replace with Reena Owen.
- 1.3 The evidence pack recently provided to members (and available on the council's website) contains these minutes as well as a separate extract which lists Councillor Matthew's evidence. As a consequence this will also need to be amended.

## **2. Legal Implications**

2.1 There are no specific legal implications raised by this report.

## **3. Financial Implications**

3.1 There are no specific financial implications raised by this report.

Date: 18 November 2014

Background Papers: None

Legal Officer: Nigel Havard

Finance Officer: Carl Billingsley