
SOUTHAMPTON CITY COUNCIL
EMPLOYMENT AND APPEALS PANEL
MINUTES OF THE MEETING HELD ON 22 March 2017

Present: Councillors Noon (Chair), B Harris, White, Wilkinson and Whitbread

Apologies: Councillor Derek Burke and Councillor Sarah Taggart

13. **MINUTES OF THE PREVIOUS MEETINGS (INCLUDING MATTERS ARISING)**

RESOLVED: that the minutes for the Panel meeting on 22nd February 2017 be approved and signed as a correct record.

14. **EXCLUSION OF PRESS AND PUBLIC**

RESOLVED: that the Chair moved in accordance with the Council's Constitution, specifically the Access to Information Procedure Rules contained within the Constitution, the press and public be excluded from the meeting in respect of item 6.

Confidentiality was based on Categories 1, 2 and 3 of paragraph 10.4 of the Access to Information Procedure Rules. The information contained therein was potentially exempt as it related to individual personal details and information held under the Data Protection Act 1998. Having applied the public interest test it was not appropriate to disclose this information as the individuals' legal expectation of privacy outweighed the public interest in the exempt information.

15. **HOME TO SCHOOL TRANSPORT APPEAL**

The Panel considered the confidential report of the Transport Coordination Manager seeking Panel's consideration in regard to an appeal for School Transport.

RESOLVED:

- (i) that the appeal be upheld in part for the remainder of the 2016/2017 academic year;
- (ii) that officers review the Council's website to ensure that summary pages match the policy wording and changes made accordingly; and;
- (iii) that officers review policy and procedures in relation to letters to ensure mistakes did not happen in the future.