

## **HARTSHILL PARISH COUNCIL**

### **GOOD PRACTICE NOTE**

#### **When the public can be excluded from meetings**

There is certain information which is classified as exempt information under Schedule 12A of the Local Government Act 1972 and can provide guidance on the business to be transacted in the absence of the public.

At any other times, a local council meeting is open to the public and members of the press, this is according to The Public Bodies (Admissions to Meetings) Act 1960 s1.

Exempt information can fall under one of the following;

Discussion on;

- Employees, former employees and prospective employees, salaries and conditions and terms of employment.
- Accommodation, services or financial assistance provided by the Council to an individual.
- Details of the terms of contracts for the acquisition or disposal of property, or for the supply of goods and services.
- Negotiations in labour relations.
- Advice received, information obtained or action to be taken in connection with any legal proceedings involving the Council.
- Action taken or to be taken in connection with the prevention, prosecution or investigation of a crime.
- The identity of an individual who gives information to the Council about a criminal offence, breach of statutory duty, breach of planning control or nuisance. (It is not necessary to disclose the names and addresses in public. Often, these details are not disclosed at all, a complaint without identities can just be reported. Councillors only have a right to know what they must know, and the identity is not always essential information for them).
- Information provided by a government department on terms that forbid disclosure to the public.
- Information, the disclosure of which is prohibited by, or under any enactment, or by order of a court.