

Draft Minutes of the Special Meeting of the Personnel, Licensing & Administration Committee held on Monday 23rd April 2007 at Monkton Park, Chippenham, commencing at 6.00pm.

Present: Councillor D. B. Allen Chairman
Councillors P.G. Allnatt, A. M. Bucknell, M.E.M. Groom, P.S. Roberts, J. Webb and J.M. Wood.

Officers: D. Burbidge (Chief Executive), L. May (Policy and Democratic Services Assistant), E. Orchard (Human Resources Team Leader)

P91. Apologies for Absence

Apologies for absence were received from Councillor V. H. Greenman.

P92. Membership

There were no changes to the membership of the Committee.

P93. Public Question Time/Receipt of Petitions

There were no public questions nor petitions received.

P94. Minutes

Consideration was given to the Minutes of the meeting of the Personnel, Licensing & Administration Committee held on 5th March 2007.

Resolved that the Minutes of the meeting of the Personnel, Licensing & Administration Committee held on 5th March 2007 be approved and signed as a correct record.

P95. Declarations of Interest

There were no declarations of interest made.

P96. Chairman's Announcements

There were no Chairman's Announcements made.

P97. Exclusion of Press and Public

Resolved that under Section 100A(4) of The Local Government Act, 1972, the public be excluded from the remainder of the meeting on the grounds that the following item of business involves the likely disclosure of exempt information as defined below and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information:

Agenda Item/Report Name	Paragraph of the Act / Schedule describing the exemption
Agenda Item 8 – Senior Management Review – Redundancy of Post No. 4000	Paragraphs 1 & 2 of the Act

P98. Senior Management Review – Redundancy of Post No. 4000

Consideration was given to Report No. 8 (circulated on 18th April 2007) which sought approval of a discretionary payment for the holder of Post No. 4000, in accordance with Council policy.

A further request was reported at the meeting from the postholder who wished to retain two items of Council property.

Issues discussed during consideration of this item included:

- The background and detail of the post holder's request;
- The possibility of drafting potential criteria for awarding discretionary payments in the future;
- The needs of the organisation;
- The existing restructuring protocols; and
- How savings are achieved.

Resolved that

- (1) The discretionary payment outlined in paragraph 4.1.1 of the report be awarded to the holder of Post No. 4000.

Personnel, Licensing & Administration Committee Minutes – 23rd April 2007

- (2) The request to retain the two items of Council property be refused although the postholder be given the option to purchase the item(s) at the market rate.

The meeting started at 6.00pm and finished at 6.25pm
There were no members of the public present.

J:\Share - committee\MEETINGS\Personnel, Licensing & Admin\2007\4) Special Meeting 23.04.07\Minutes 23.4.07.doc