

# AGENDA

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**Meeting:** Senior Officers Employment Sub-Committee

**Place:** Kennet Room, County Hall, Bythesea Road, BA14 8JN

**Date:** Wednesday 19 January 2022

**Time:** 12.45 pm

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Please direct any enquiries on this Agenda to Kieran Elliott of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718352 or email [kieran.elliott@wiltshire.gov.uk](mailto:kieran.elliott@wiltshire.gov.uk)

Press enquiries to Communications on direct lines (01225) 713114/713115.

This Agenda and all the documents referred to within it are available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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## **Membership:**

Cllr Helen Belcher  
Cllr Richard Clewer

Cllr Stuart Wheeler

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## **Substitutes:**

Cllr Allison Bucknell  
Cllr Simon Jacobs  
Cllr Carole King

Cllr Jacqui Lay  
Cllr Antonio Piazza  
Cllr Ricky Rogers

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## **Covid-19 safety precautions for public attendees**

To ensure COVID-19 public health guidance is adhered to, a capacity limit for public attendance at this meeting will be in place.

You are requested to contact the officer named on this agenda no later than 5pm on 17 January 2022 if you wish to attend this meeting.

To ensure safety at the meeting, all members of the public are expected to adhere to the following public health arrangements to ensure the safety of themselves and others:

- Do not attend if presenting symptoms of, or have recently tested positive for, COVID-19
- Follow one-way systems, signage and instruction
- Maintain social distancing
- Please wear a face-mask (unless exempt) when in public spaces and transiting through the building.

Where it is not possible for you to attend due to reaching the safe capacity limit at the venue, alternative arrangements will be made, which may include your question/statement being submitted in writing.

## **Recording and Broadcasting Information**

Wiltshire Council may record this meeting for live and/or subsequent broadcast. At the start of the meeting, the Chairman will confirm if all or part of the meeting is being recorded. The images and sound recordings may also be used for training purposes within the Council.

By submitting a statement or question for an online meeting you are consenting that you will be recorded presenting this, or this may be presented by an officer during the meeting, and will be available on the public record. The meeting may also be recorded by the press or members of the public.

Any person or organisation choosing to film, record or broadcast any meeting of the Council, its Cabinet or committees is responsible for any claims or other liability resulting from them so doing and by choosing to film, record or broadcast proceedings they accept that they are required to indemnify the Council, its members and officers in relation to any such claims or liabilities.

Details of the Council's Guidance on the Recording and Webcasting of Meetings is available on request. Our privacy policy can be found [here](#).

## **Parking**

To find car parks by area follow [this link](#). The three Wiltshire Council Hubs where most meetings will be held are as follows:

**County Hall, Trowbridge**  
**Bourne Hill, Salisbury**  
**Monkton Park, Chippenham**

County Hall and Monkton Park have some limited visitor parking. Please note for meetings at County Hall you will need to log your car's registration details upon your arrival in reception using the tablet provided. If you may be attending a meeting for more than 2 hours, please provide your registration details to the Democratic Services Officer, who will arrange for your stay to be extended.

### **Public Participation**

Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 of the council's constitution](#).

The full constitution can be found at [this link](#).

For assistance on these and other matters please contact the officer named above for details

# AGENDA

## Part 1

*Items to be considered when the meeting is open to the public*

1 **Election of Chairman**

To elect a Chairman for the meeting

2 **Apologies for Absence**

To receive any apologies or substitutions for the meeting.

3 **Minutes of the Previous Meeting** (*Pages 7 - 10*)

To confirm the minutes of the meeting held on 2 November 2021.

4 **Declarations of Interest**

Councillors are requested to declare any non-pecuniary or pecuniary interests or dispensations granted by the Standards Committee.

5 **Chairman's Announcements**

To receive any announcements through the Chair.

6 **Public Participation**

The Council welcomes contributions from members of the public.

Statements

If you would like to make a statement at this meeting on any item on this agenda, please register to do so at least 10 minutes prior to the meeting.

Questions

To receive any questions from members of the public or members of the Council received in accordance with the constitution.

Those wishing to ask questions are required to give notice of any such questions in writing to the officer named on the front of this agenda no later than 5pm on **12 January 2022** in order to be guaranteed of a written response.

In order to receive a verbal response questions must be submitted no later than 5pm on **14 January 2022**. Please contact the officer named on the front of this agenda for further advice.

7 **Exclusion of the Press and Public**

To consider passing the following resolution:

To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Item

Number 4 because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraph 1 of Part I of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

## **Part II**

*Item during whose consideration it is recommended that the public should be excluded because of the likelihood that exempt information would be disclosed*

### **8 Confidential Staffing Matter**

A confidential report is to follow.

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## Senior Officers Employment Sub-Committee

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**MINUTES OF THE SENIOR OFFICERS EMPLOYMENT SUB-COMMITTEE  
MEETING HELD ON 2 NOVEMBER 2021 AT KENNET ROOM - COUNTY HALL,  
BYTHESEA ROAD, TROWBRIDGE, BA14 8JN.**

**Present:**

Cllr Richard Clewer, Cllr Carole King and Cllr Stuart Wheeler

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**33 Election of Chairman**

**Resolved:**

**To elect Cllr Richard Clewer as Chairman of the meeting.**

**34 Minutes**

**Resolved:**

**To confirm the minutes of the meeting held on Friday 26 June 2020.**

**35 Apologies for Absence**

Apologies were received from Cllr Helen Belcher – Cllr Carole King as substitute.

**36 Declarations of Interest**

There were no declarations of interest.

**37 Chairman's Announcements**

There were no Chairman's announcements.

38 **Public Participation**

No public statements or questions had been received.

39 **Exclusion of the Press and Public**

**Resolved:**

**To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Minute No. 32 because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraph 1 of Part I of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.**

40 **Termination of employment following changes to the senior management structure - post 1**

The Sub Committee considered a confidential report from the Director of Human Resources & Organisational Development with a recommendation to terminate the employment of the Director – Digital, Data and Technology on grounds of redundancy following a senior management restructure.

**Resolved:**

**To approve the termination of the employment of Mr Ian Robinson on the grounds of redundancy with effect from 30 November 2021, subject to consultation with the Leader and Cabinet members in accordance with the Officer Employment Procedure Rules.**

41 **Termination of employment following changes to the senior management structure - post 2**

The Sub Committee considered a confidential report from the Director of Human Resources & Organisational Development with a recommendation to terminate the employment of the Director – Communities and Neighbourhood Services on grounds of redundancy following a senior management restructure.

**Resolved:**

**To approve the termination of the employment of Mrs Jessica Gibbons on the grounds of redundancy with effect from 5 November 2021, subject to consultation with the Leader and Cabinet members in accordance with the Officer Employment Procedure Rules.**



(Duration of meeting: 9.00 am - 9.15 am)

The Officer who has produced these minutes is Kevin Fielding of Democratic Services, direct line 01249 706612, e-mail [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@wiltshire.gov.uk)

Press enquiries to Communications, direct line ((01225) 713114 or email [communications@wiltshire.gov.uk](mailto:communications@wiltshire.gov.uk)

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