

AGENDA

Meeting: STAFFING POLICY COMMITTEE
Place: Salisbury Room, County Hall, Trowbridge BA14 8JN
Date: Wednesday 1 November 2017
Time: 11.00 am

Please direct any enquiries on this Agenda to Roger Bishton, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 713035 or email roger.bishton@wiltshire.gov.uk

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

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Membership:

Cllr Allison Bucknell	Cllr Andy Phillips
Cllr Tony Jackson	Cllr Ricky Rogers
Cllr Richard Clewer	Cllr Baroness Scott of Bybrook OB
Cllr Mike Hewitt	E
Cllr David Jenkins	Cllr Hayley Spencer

Substitutes:

Cllr Fleur de Rhé-Philippe	Cllr Gordon King
Cllr Peter Evans	Cllr Ian Thorn
Cllr David Halik	Cllr Ian McLennan
Cllr Jon Hubbard	Cllr Tony Trotman
Cllr Bob Jones MBE	

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PART I

Items to be considered while the meeting is open to the public

1 **Apologies for absence**

2 **Minutes of Previous Meeting** *(Pages 7 - 10)*

To confirm the minutes of the meeting held on 5 July 2017. (Copy attached)

3 **Declarations of Interest**

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

4 **Chairman's Announcements**

5 **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. Up to 3 speakers are permitted to speak for up to 3 minutes each on any agenda item. Please contact the officer named on the front of the agenda for any further clarification.

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 **Wednesday 25 October 2017** 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 **Friday 27 October 2017**. Please contact the officer named on the front of this agenda for further advice. Questions may be asked without notice if the Chairman decides that the matter is urgent.

Details of any questions received will be circulated to Committee members prior to the meeting and made available at the meeting and on the Council's website.

6 **Trade Union Deduction of Contributions at Source (DOCAS)** *(Pages 11 - 12)*

A report by the Head of Human Resources & Organisational Development is attached,

7 **Staff Car Parking near County Hall** *(Pages 13 - 16)*

A report by the Head of Human Resources & Organisational Development is attached.

8 **Apprenticeship Policy and Progress on the Recruitment of Apprentices** *(Pages 17 - 36)*

A report by the Head of Human Resources & Organisational Development is attached.

9 **Quarterly Workforce Report: April - June 2017** *(Pages 37 - 44)*

A report by the Head of Human Resources & Organisational Development is attached.

10 **Date of Next Meeting**

To note that the next meeting of the Committee is due to be held on Wednesday 10 January 2018 at County Hall, Trowbridge, starting at 10.30am.

11 **Urgent Items**

Any other items of business which, in the opinion of the Chairman, should be considered as a matter of urgency. Urgent items of a confidential nature may be considered under Part II of this agenda.

PART II

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

None