

AGENDA

Meeting: Staffing Policy Committee
Place: Kennet Room - Wiltshire Council Offices, County Hall, Trowbridge
Date: Thursday 6 September 2018
Time: 10.30 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 (Chairman)	Cllr Ricky Rogers
Cllr Tony Jackson (Vice-Chairman)	Cllr Baroness Scott of Bybrook OBE
Cllr Richard Clewer	Cllr John Smale
Cllr Mike Hewitt	Cllr Hayley Spencer
Cllr David Jenkins	

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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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 I

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

1 **Apologies for absence**

2 **Minutes of Previous Meeting** (*Pages 7 - 12*)

To confirm the minutes of the meeting held on 10 May 2018.

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 **Thursday 30 August 2018** 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 **Monday 3 September 2018**. 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 **Appointment of Sub-Committees**

The Committee is asked to:

- (i) agree the size, and
- (ii) appoint the members and substitute members (up to four for each Party Political Group) to each of the following Sub-Committees:

- (a) **Senior Officers' Employment Sub-Committee** – previous members being Cllr Allison Bucknell, Cllr Richard Clewer & Cllr Hayley Spencer.

(Substitute Members: Cllr Jon Hubbard, Cllr David Jenkins, Cllr Bob Jones MBE, Cllr Andy Phillips, Cllr Fleur de Rhe-Philippe, Cllr Baroness Scott of Bybrook OBE, Cllr Ian Thorn & Cllr Tony Trotman.)

- (b) **Appeals Sub-Committee** – previous members being Cllr Allison Bucknell, Cllr Richard Clewer & Cllr David Jenkins. (Substitute Members: Cllr Mike Hewitt, Cllr Jon Hubbard, Cllr Gordon King, Cllr Fleur de Rhe-Philippe, Cllr Baroness Scott of Bybrook OBE, Cllr Hayley Spencer, Cllr Ian Thorn & Cllr Tony Trotman.)

- (c) **Grievance Appeals Sub-Committee** – previous members being Cllr Allison Bucknell, Cllr Tony Jackson & Cllr Hayley Spencer.

(Substitute Members: Cllr Peter Evans, Cllr David Halik, Cllr Jon Hubbard, Cllr David Jenkins, Cllr Gordon King, Cllr Andy Phillips, Cllr Ian Thorn & Cllr Tony Trotman.)

Under Paragraph 2.4.1 of Part 3 of the Council's Constitution, it is a requirement that at least one member of the Senior Officers' Employment Sub-Committee should be a member of the Cabinet when it discharges its function to dismiss and take disciplinary action against certain categories of officer in accordance with the officer employment procedure rules. Accordingly, it is recommended that a second Cabinet member be appointed to this Sub-Committee either as a member or as a substitute member.

7 **Quarterly Workforce Report: April to June 2018** (*Pages 13 - 18*)

A report by the Director, Human Resources & Organisational Development is attached.

8 **Date of Next Meeting**

To note that the next scheduled meeting of the Committee is due to be held on Wednesday 7 November 2018 at County Hall, Trowbridge, starting at 2.00pm.

9 **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.

10 **Exclusion of the 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 No. 11 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

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

11 **Local Government Pension Scheme (LGPS) Employer Discretions - Payment of Deferred Benefits** (*Pages 19 - 26*)

A confidential report by the Director, Human Resources & Organisational Development is attached

12 **Local Government Pension Scheme (LGPS) Employer Discretions** (*Pages 27 - 34*)

A confidential report by the Director, Human Resources & Organisational Development is attached