

AGENDA

Meeting: STAFFING POLICY COMMITTEE
Place: Committee Room III - County Hall, Trowbridge
Date: Wednesday 24 November 2010
Time: 10.30 am

Please direct any enquiries on this Agenda to Roger Bishton, of Democratic and Members' 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 Rod Eaton
Cllr Mike Hewitt
Cllr David Jenkins
Cllr Francis Morland

Cllr John Noeken
Cllr Mark Packard
Cllr Jane Scott OBE
Cllr John Smale

Substitutes:

Cllr Ernie Clark
Cllr Peter Colmer
Cllr Mary Douglas
Cllr George Jeans

Cllr Howard Marshall
Cllr Bill Moss
Cllr Christopher Newbury
Cllr Jonathon Seed

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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 1 - 4)*

To confirm the minutes of the meeting held on 12 October 2010. (Copy attached)

3. **Declarations of Interest**

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

4. **Chairman's Announcements**

5. **Public Participation**

The Council welcomes contributions from members of the public.

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 above for any further clarification.

Members of the public wishing to ask a question should give written notice (including details of any question) to the officer named above by **12.00noon on Monday 22 November 2010**.

6. **Management Review - Update** *(Pages 5 - 8)*

A report by the Service Director HR & OD is attached.

7. **Disciplinary Policy & Procedure Update** *(Pages 9 - 50)*

A report by the Service Director HR & OD is attached.

8. **Grievance Policy & Procedure** *(Pages 51 - 70)*

A report by the Service Director HR & OD is attached.

9. **Appeal Policy & Procedure - New Policy** *(Pages 71 - 82)*
A report by the Service Director HR & OD is attached.
10. **Career Break Scheme - New Policy** *(Pages 83 - 94)*
A report by the Service Director HR & OD is attached.
11. **Agency Interim and Consultancy Staff Procurement Policy**
A report by the Service Director HR & OD is attached.
12. **Externalisation, Procurement and the Workforce** *(Pages 95 - 102)*
A report by the Service Director HR & OD is attached.
13. **Local Government Pension Scheme (LGPS) - Employer Discretions** *(Pages 103 - 108)*
A report by the Service Director HR & OD is attached.
14. **Quarterly Workforce Reports - September 2010** *(Pages 109 - 116)*
A report by the Service Director HR & OD is attached.
15. **Date of Next Meeting**
To note that the next meeting is due to be held on Thursday 16 December 2010, starting at 10.30am.
16. **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