

Draft Minutes of the Meeting of the Personnel, Licensing and Administration Committee held on Tuesday 6 January 2009 at Monkton Park, Chippenham, commencing at 7pm

Present: Councillor PS RobertsChairman
Councillors DB Allen, AM Bucknell, JM Hartless, MP Hatton, J Lay and JA Phillips

Officers: D Burbidge (Chief Executive), E Orchard (Head of Human Resources), R Symons (South West Employers) and M Todd (Senior Democratic Services Officer)

P50. Apologies for Absence

Apologies for absence were received from Councillors T Clements, R MacGregor and S Still.

P51. Membership

There were no changes of membership.

P52. Public Question Time/Receipt of Petitions

No public questions or petitions were received.

P53. Declarations of Interest

There were no declarations of interest.

P54. Chairman's Announcements

There were no Chairman's announcements.

P55. Local Joint Consultative Committee Minutes

The Committee noted the minutes of the Local Joint Consultative Committee meetings held on 22 October and 17 December 2008.

P56. Joint Safety Committee Minutes

The Committee noted the minutes of the Joint Safety Committee meeting held on 5 November 2008.

P57. Unitary Status/Local Government Re-organisation Update

The Head of Human Resources gave an update regarding local government reorganisation. The following issues were discussed:

- All employees had now received a letter regarding their employment status within the new unitary authority. Approximately 80-90% of staff had been given ownership of a post. The main reasons for an employee not being given

ownership were that the staffing structures for their particular area had not been finalised, job matching was still taking place or it was unclear where the post would be located. Where location was an issue discussions would now take place with the affected staff to ascertain further details regarding their individual circumstances.

- Appointments were currently being made to some of the Head of Service positions and others would be advertised in the next few weeks.
- During January/February it was hoped that the Team Leader level posts would be recruited to.
- Service Directors had been informed that it was important to think flexibly about locations because some staff may be able to work from home or from area hubs.
- All staff had been notified of the change to the annual leave year and also of the change to pay dates.
- The next stage of the process would be to agree the budget for the new Authority. This would be considered by the Implementation Executive on 28 January 2009 and by the full County Council in February.

P58. Exclusion of Press and Public

Resolved that under Section 100A(4) of The Local Government Act, 1972, the press and 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 11 – Redundancy Report	Paragraphs 1 & 2 of the Act

P59. Redundancy Report

Consideration was given to confidential report no. 11 considering the redundancy of the posts set out in the report.

Resolved:

- (1)(a) To agree the redundancies and the subsequent financial implications as set out in the report subject to the following amendments:

- Post No 8200 – to agree redundancy in principle subject to the postholder not being matched to a post within the new authority.
 - Post No 4300 – to agree redundancy in principle subject to the postholder not being allocated a position in the new Authority on completion of the ring-fencing and interview process.
- (b) In the case of the statutory officers, to pass the recommendations to full Council for ratification.
- (2) To agree that the capital costs of redundancy be taken from the unitary reserve.

The meeting started at 7pm and finished at 7.30pm.

There were no members of the public present.