

RECORD OF OFFICER DECISION

APPROVAL FOR CORONA VIRUS STAFFING POLICY

Decision made

To approve the Corona Virus Staffing Policy

Made by: Terence Herbert and Alistair Cunningham (Chief Executive Officers)

Background

1. Pursuant to paragraph 4 of Part 3 Section D, the Directors of Wiltshire Council are empowered to take all necessary decisions in cases of emergency. This decision is being taken by Joanne Pitt using these powers in circumstances where the Director concerned believes that there is a risk of damage to property, a threat to the health or wellbeing of an individual and/or that the interests of the Council may be compromised if this decision is not otherwise taken.

Reason for decision

2. This decision would in other circumstances be taken by Staffing Policy Committee. However, in circumstances where the Staffing Policy Committee is unable to meet to expedite its functions in a timely manner during the COVID-19 pandemic, this decision is being taken in accordance with the power referred to in paragraph 1 above, in consultation with Cllr Stuart Wheeler, Chair of the Staffing Policy Committee; Union Representatives; and Cllr Richard Clewer, the Cabinet Member with Responsibility for Corporate Service. This decision will be reported to the next meeting of the Staffing Policy Committee.
3. The decision has been made to ensure that the Council is able to respond quickly and flexibly to staffing issues as they arise, to ensure that the Council is able to resource services to the most vulnerable in the community.
4. I confirm that in making this decision I have considered the following in line with Wiltshire Council's Constitution:

Key decision requirements	Yes
Views of relevant cabinet member(s), committee chairman,	Yes
Consideration of the area boards and delegated decision checklist for officers on the issue of when and how to involve local councillors and area boards in decisions about local services	N/a

Implication of any council policy, initiative, strategy or procedure	Yes
Consultation in accordance with the council's consultation strategy	
Range of options available	Yes
Staffing, financial and legal implications	Yes
Risk assessment	Yes
Involvement of statutory officers and/or directors	Yes
Regional or national guidance from other bodies	Yes
The council's constitution	Yes
This contract is suitable for execution under the e-signature process.	No

Conflict of Interest

5. Not applicable

Other options considered

6. Continuing with some existing policies and procedure is not an option as some elements of some existing policies and procedures do not align with the advice and information that is being provided nationally in response to COVID19 or support the Councils response. If this policy is not invoked this would impact on the Council's ability to respond flexibly to the threats to the health or wellbeing of Wiltshire communities, and the ongoing delivery of essential services.



Made by:

Joanne Pitt, Director HR&OD

Date:

24 March 2020