

**Salisbury City Council**

The Guildhall  
Market Place  
Salisbury  
SP1 1JH



**Officer to contact:** Janine Whitty, Head of Corporate Services

**Direct line:** 01722 342860

**Email:** [corporate@salisburycitycouncil.gov.uk](mailto:corporate@salisburycitycouncil.gov.uk)

**Web:** [www.salisburycitycouncil.gov.uk](http://www.salisburycitycouncil.gov.uk)

**To all Members of The Governance, Policy & HR Committee**

Chair: B Dalton

Vice Chair: T Last

Cllrs: S Charleston, J Nettle, P Podger, S Rideout, E Rimmer

You are summoned to attend a meeting of the **Governance, Policy & HR Committee** of Salisbury City Council to be held on **13 October 2025** at the **Guildhall** at **6:30pm**

This Committee meeting is open to the public and press to attend and those attending the meeting shall be informed that they may be recorded.

**Asa Thorpe**

**Chief Executive Officer**

8 October 2025

**Cc:** All other Members of the Council for information

---

## Agenda

1. **Apologies:**

To receive any apologies for absence.

2. **Public Questions/Statement:**

To receive any questions or statements from members of the public.

*Please note that in accordance with the Council's Standing Orders a question/statement may only be asked/made if written notice has been given to the Chief Executive Officer by midday on the working day before the meeting.*

3. **Councillor Questions/Statement:**

To receive any questions or statements from Councillors.

*Please note that in accordance with the Council's Standing Orders a question/statement may only be asked/made if written notice has been given to the Chief Executive Officer 1 working day prior to the date of the meeting. For urgent questions/statements for which no notice has been given, a copy of the question/statement must be delivered to the Chief Executive Officer by three o'clock on the day of the meeting.*

4. **Minutes of Previous Meeting:**

To approve as a correct record and sign the minutes of the last meeting of the Governance, Policy & HR Committee held on 28 July 2025.

5. **Declarations of Interest:**

To receive any declarations of interest.

6. **Dispensations:**

To note any Dispensations agreed by the Chief Executive Officer in respect of this agenda prior to the meeting, and to determine any additional Dispensations requested at this meeting in respect of this agenda.

7. **Chairman's Announcements:**

To receive any announcements from the Chairman.

8. **Budget Monitoring Report 2025/26 M5 (August end) – Corporate and HR:**

To receive the Budget Monitoring Report M5 (August end) for Corporate Services and Human Resources departments.

*Background Papers:*     [Budget Monitoring Report](#), [Appendix A](#) & [Appendix B](#).

*Contact Officer:*       Janine Whitty, Head of Corporate Services (01722 342860)

9. **HR Update:**

To receive a verbal update from the Head of Human Resources.

*Background Papers:*     n/a

*Contact Officer:*       Tracy Adams (01722 342860)

10. **Safeguarding Policy:**

To consider the revised policy.

*Background Papers:*     [Report](#) and [Safeguarding Children Policy](#)

*Contact Officer:*       Louise Webber, Head of Community Services (01722 342860)

11. **Corporate Team Update:**

To approve changes to the team structure.

*Background Papers:*     [Corporate Team Update Report](#)

*Contact Officer:*       Janine Whitty, Head of Corporate Services (01722 342860)

12. **Exclusion of Press and Public:**

To consider the following resolution:

That under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during consideration of agenda items 13 on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Local Government Act 1972 (Paragraph 1 – '*Information relating to any individual*').

13. **Exempt Item - Job Evaluation Project:**

To receive recommendations regarding the Council-wide job evaluation project.

*Background Papers:*     *Job Evaluation Project Report*

*Contact Officer:*         *Asa Thorpe, Chief Executive Officer (01722 342860)*

14. **Matters, if any, which by reason of special circumstances the Chairman decides should be discussed as a matter of urgency for information only. Please note that the Council cannot lawfully consider or determine any matter which is not specified on the Agenda of this summons.**