

**EARL SHILTON TOWN COUNCIL**  
**MINUTES of the STAFFING COMMITTEE MEETING**

Held at 6.15 p.m. on **Tuesday 12 March 2019**

At *The Stute*, Earl Shilton, LE9 7GA.

**MEMBERS PRESENT:**

Councillors: R Phelps (Chairman), Mrs CM Coe, (Deputy Chairman), K Lapsley, and P Statham.

In attendance: Town Clerk – Mr ME Jackson.

Members of public – nil.

**18/077** *Chairman's welcome and opening remarks.*

The Chairman welcomed members to the meeting and proceeded to the agenda.

**Noted and received.**

**18/078** *To receive apologies for member absence.*

Cllr M Tebbett for the good reason submitted to the Town Clerk before the meeting.

**Resolved: to accept the apology for the reasons recorded by the Clerk.**

**18/079** *Declarations of interests. To receive disclosures of individual member's interests, i.e., the existence and the nature of those interests in respect of items on this agenda. **None.***

**Confidential Items – in accordance with the Public Bodies (Admissions to Meetings) Act 1960, the press and public will be excluded from the agenda items below by reason of the confidential nature of the business to be discussed and will be requested to withdraw. The Cttee must resolve to move into private session. So resolved.**

**18/080** *To receive and approve as a true record the minutes of the Staffing Committee meeting held on 29 January 2019.*

**Resolved: that the minutes of the Staffing Cttee meeting held on 29 January 2019, as tabled, are accepted as a true record of that meeting.**

**18/081** *To receive an update on a legacy legal matter regarding a former staff member.*

All members were reminded of the recent draft rebuttal documents/letters produced by Council's Insurer appointed solicitor, copied to and approved by Cttee members for release to the Claimant's representative. Members were invited to comment further but were content to wait for the response requested from the Claimant's lawyer by 15 Mar 19, i.e. 'drop hands' or risk paying all costs if Council win the case.

**Noted and received.**

**18/082** *To receive an update on the results of the selection panel held on Mon 11 Mar 19 to appoint a full time groundcare operative. Secondly, to discuss the need for*

*a third operative member for the Outdoor Team to provide the flexibility to cover gapping for training days, holidays, sick absence and peaks in workload.*

Members who were not part of the Groundcare Operative (2019) interview panel were briefed through the Chairman on the results by panel members. Again through the Chairman, conjointly Cttee members discussed the need for appointment of a second interviewee to restore the Groundcare Team to a compliment of 3 operatives. Discussions centred on how this will affect the position of the 'seconded' Groundcare Supervisor and where would his position be if he were not to be appointed to be the permanent leader of the Team? The reasoning of other members was that the Supervisor has proven to be ready now and that amongst other suggestions to employ a temporary person as the third operative will not produce a settled and balanced team which is much needed by Council. The staff cost model and precept for FY 2019/20 were also taken into account.

**Resolved: to recommend to Full Council the following:**

**a. To appoint 2 Panel selected interviewee candidates from this week's recruitment process both at a starting rate of £19,171 p.a. (LC1 SCP 6) with effect from 25 Mar 19.**

**b. To offer the current temporary Supervisor the permanent role on a salary of £20,344 p.a. (LC1 SCP 9) with effect from 01 Apr 19.**

Cllr K Lapsley requested the minute record that he abstained from voting for or against this motion.

**18/083**

*To decide/confirm staff pay in terms of firstly, the 2% NALC/NJC cost of living addition and secondly, to decide to award any contractual increases in scale points to individual members of staff, with effect from 01 Apr 19.*

Building on the discussion and working papers from the meeting of 29 Jan 19; Cttee members decided the following stepped motion.

**Resolved:**

**a. That all staff will remain on the foundation NJC scales, i.e. receive the 2% pay rise for FY 2019/20.**

**b. Scale Point progressions w.e.f. 01 Apr 19 as follows:**

- **Town Clerk up to 32(old 38) - the last in his contracted range.**
- **Office Clerk & Office Assistant to remain on their recent 'on appointment' SCP.**
- **All 3 Groundcare Team members as per the resolution at item 18/082.**

**End of Private Session.**

**The meeting closed at 6.58 p.m. with the Chairman thanking members for their attendance and contributions.**

Chairman's Initials/Signature

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