

REDACTED COPY

Staffing Cttee 12 November 2020

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EARL SHILTON TOWN COUNCIL
MINUTES of the STAFFING COMMITTEE MEETING

Held at 7:00 p.m. on
Thursday 12 November 2020

Vide remote/virtual means on the Zoom.us information systems (IS) platform.

MEMBERS PRESENT:

Councillors: K Lapsley, Chairman, M Lemman, Deputy Chairman,
R Allen, Mrs C Allen and Ms D Almey.

In attendance: Town Clerk: Mr ME Jackson.
Members of public: Nil.

20/015 Cttee Chairman's welcome and opening remarks.

Cllr Lapsley welcomed members as usual and thanked them for supporting him by attending the meeting at relatively short notice.

The Chairman requested from Cttee members; as a point of order with regard to the procedure of the final agenda item; viz. 20/020 – a staff member's informal grievance re: ESTC Standing Order No 24. All members agreed that a grievance panel would be formed and Chaired by Cllr M Lemman to receive this informal grievance so that it could be dealt with in line with ESTC HR policies and in the required timely way.

Noted and received.

20/016 To receive apologies for member absence.

Cllrs Mrs C Coe submitted in writing to the Town Clerk her good reasons for absence in advance of the meeting. This apology and reason were recorded by the Town Clerk and brought forward to the meeting for consideration.

Resolved: to accept the tabled apology for absence from Cllr Mrs C Coe as stated and recorded by the town Clerk.

20/017 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.

20/018 To receive and approve as a true record the minutes of the Staffing Committee meeting held on 10 September 2020 as issued to members prior to the meeting. **Resolved: that the minutes of the Staffing Cttee meeting held on 10 September 2020, as tabled, are accepted as a true record of that meeting.**

Chairman's Initials/Signature KL

20/019 To receive an update on any legacy legal matters, (including property damage), regarding a former staff members and or a personal injury claim. **None.**

20/020 To review and discuss staff:

a. Sick absence issues. Members were briefed by the Town Clerk as follows; re: the employee * with breathing difficulties and chest pains. A further Consultant's clear diagnosis reveals * has mild * but with care on his part this should not get worse however it does place a greater duty of care on Council as an employer to ensure his working practices take into account this * condition. * will be asked for a copy of his Consultant's written diagnosis for his p-file.

Noted and received.

b. Fixed Term Contract (FTC) employees. * has left on good terms and Mr B, following interview, has accepted an FTC hopefully starting in Dec 20.

Noted and received.

c. Informal Grievance re ESTC Standing Order No 24

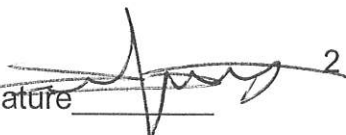
* was asked to leave the virtual meeting room at 7.13 p.m. and was not invited back into the 'room until 7.35 p.m. to allow the hearing panel to debate the matter in camera.

Resolved: to uphold the staff member's informal grievance and in writing inform the Cllr involved accordingly with a letter jointly signed by Cllrs Lapsley and Leman on behalf of all the Cttee. The Town Council will, if necessary, seek further advice from the Director Monitoring Officer of the Borough Council. The letter will also offer advice and assistance to the Cllr involved to obviate any frustrations he is displaying in respect of communication with regards to technical hardware and soft people skills. The letter will also make clear any further instance in breach of ESTC Standing Order No 24 may result in a formal grievance which will have to, without choice escalate to the Borough Council as a 'code of conduct' issue.

End of Private Session.

The meeting closed at 7.45 p.m. with the Chairman thanking members for their attendance and contributions.

Chairman's Initials/Signature



2020/21