

**MINUTES OF THE STAFFING COMMITTEE MEETING
HELD MONDAY 26TH FEBRUARY 2018
6.30 PM
BURBAGE MILLENNIUM HALL**

Present: Cllr Mrs L Rooney (in the chair)
Cllrs Mr C Ashton, Mrs A Hall, Mr P Morris, Mr S Rooney & Mr H Wilkins
In attendance: D Perry (Principal Officer)

58. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Mr S Bray, Mr R Flemming, Mr R Johnson. Proposed by Cllr Mrs Hall, seconded by Cllr Mr Rooney it was

RESOLVED – that the apologies be accepted.

59. MEMBERS DECLARATIONS OF INTEREST

There were no declarations of interest received from Members at this time.

60. MINUTES OF THE MEETING HELD 9TH FEBRUARY 2018

Minutes of the meeting having been circulated to all Members were considered. Proposed by Cllr Mrs Hall, seconded by Cllr Mr Morris it was

RESOLVED – the minutes of the meeting held on 9th February, 2018 be approved and signed by the Chairman.

61. PUBLIC QUESTIONS & COMMENTS

There were no members of the public present.

62. In view of the confidential nature of the following item, a formal resolution was considered to exclude the press and public from the meeting pursuant to the Public Bodies (Admissions to Meetings) Act, 1960. Proposed by Cllr Mr Morris, seconded by Cllr Mr Wilkins it was

RESOLVED – that the Public Bodies (Admissions to Meetings) Act, 1960 be invoked excluding the press and public for consideration of the next agenda item

63. CURRENT & FUTURE STAFFING ARRANGEMENTS

A report was presented to the meeting regarding current issues related to staff absences and future loss of employees, how the workloads are being managed, the fact that this

will effect staff's abilities to take annual leave or toil owed during this financial year and the possibility for a need of overtime working which will also effect holiday entitlement for part time staff.

Proposed by Cllr Mrs Hall, seconded by Cllr Mr Morris it was

RESOLVED – that the report be received, the Principal Officer's suggestions regarding annual leave and toil be accepted and further investigations take place regarding the new employment position and this be reported at the next meeting.

64. RECRUITMENT OF TEMPORARY GROUNDS MAINTENANCE OPERATIVE

It was reported that an advertisement had been posted and interviews due to take place. Proposed by Cllr Mrs Hall, seconded by Cllr Mr Rooney it was

RESOLVED – that Cllrs Mrs Sherwin, Mr Lynch and Mrs Rooney form the interview panel and delegated powers be given to them to complete the recruitment process.

65. RESIGNATION & RECRUITMENT PROCESS FOR PRINCIPAL OFFICER

The Principal Officer had submitted her resignation and was currently working a period of notice which will end on 27th April 2018. Information relating to the last recruitment of this post was presented. Proposed by Cllr Mr Rooney, seconded by Cllr Mrs Hall it was

RESOLVED – to note the resignation, to approve the use of the last recruitment information and to advertise without delay on as many sites as possible to reach a wide audience with minimal costs involved. Return of application date is Tuesday, 21st March and interviews to be held Tuesday, 28th March 2018.

Cllr Mr C Ashton left the meeting at this point - 7.10pm

66. USE OF PRIVATE MOBILE PHONES IN THE WORKPLACE

Discussions took place regarding the use of private mobile phones in the workplace. Proposed by Cllr Mr Rooney, seconded by Cllr Mr Morris it was

RESOLVED – that advice be sought to include this in employee contracts.

64. TO CONFIRM THE DATE AND TIME OF THE NEXT MEETING

RESOLVED – The date for the next meeting is to be held on Tuesday, 6th March, 2018 at 3pm

There being no further business the meeting closed at 7.25am.