

10<sup>th</sup> January 2023

Staffing

Committee

## DURSLEY TOWN COUNCIL

MINUTES and REPORT of the MEETING of the STAFFING COMMITTEE of the Council held in the Methodist Church Meeting Room, Castle Street, Dursley at 6:30pm on Tuesday 10<sup>th</sup> January 2023 for presentation to the Council on Tuesday 24<sup>th</sup> January 2023.

### PRESENT

Councillors: M Woodward (Chair), S Ackroyd, M Nicholson, A Stennett, D Savvidou

In Attendance: L Wellings, Deputy Town Clerk.

#### 1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor S Creswick (personal).

#### 2. DECLARATIONS OF INTEREST

There were no member declarations of interest.

#### 3. MINUTES

The Minutes of the Meeting of the Staffing Committee held on the 13<sup>th</sup> December 2022, were approved as a true record and signed by the Chair.

#### 4. BUSINESS DEALT WITH IN CLOSED SESSION

To resolve to exclude the press and public from the remainder of the meeting by reason of the confidential nature of the business.

**IT WAS RESOLVED** to carry out the remainder of business in a closed session due to the confidential nature of the business. There were no members of the public or press present.

#### 5. TO ACCEPT THE RESIGNATION OF THE COUNCIL'S STREET CLEANER OPERATIVE AND CONSIDER WHETHER TO RECRUIT TO THE POSITION

**IT WAS RESOLVED** to accept the resignation of the Council's Street Cleaner Operative, from 15<sup>th</sup> January 2023. A letter of thanks would be sent on behalf of the Council from the Town Mayor and full Council would be informed at the next meeting on 24<sup>th</sup> January 2023.

**IT WAS RESOLVED** to retain the Street Cleaner Operative position and proceed with a recruitment process based on the job description information circulated with the agenda.

#### 6. IN RELATION TO A STAFF GRIEVANCE, TO APPOINT A SUB-COMMITTEE AS REQUIRED BY THE COUNCIL'S GRIEVANCE POLICY

**IT WAS RESOLVED** to appoint a sub-committee to hear a grievance, as required by the Council's Grievance Policy, with the following membership: Councillors M Nicholson, A Stennett and S Ackroyd. The sub-committee members appointed Councillor M Nicholson as the Chair of the committee. The Chair of the Staffing Committee would send a grievance acknowledgement letter to the employee.

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7. TO CONSIDER THE DRAFT STAFFING BUDGET FOR THE YEARS 2023-2026

Members considered the revised proposed staffing budget, amended following the committee meeting on 13<sup>th</sup> December 2022, in light of agenda/minute item 5 above.

It was noted that, under agenda/minute item 5 above, the committee had resolved to retain the Street Cleaner Operative position and proceed with a recruitment process.

**IT WAS RESOLVED** that no amendments were required to the revised proposed staffing budget (dated 13/12/22) and that it be presented to Council on the 24<sup>th</sup> January 2023 for consideration.

The meeting closed at 7:15pm.

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Chair

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Date