



Redruth Civic Centre, Alma Place, Redruth, Cornwall TR15 2AT

Tel No: 01209-210038 e-mail: admin@redruth-tc.gov.uk

Town Mayor: Cllr M J Brown

Town Clerk: P B Bennett

Minutes of a Meeting of the Redruth Town Council Staffing Committee held in the Redruth Civic Centre on Monday 15th August 2022

Present: Cllr M Brown
Cllr R S Barnes
Cllr C Garrick
Cllr Ms D Reeve
Cllr I Thomas

Chair

In attendance: Ms A Hunt
Ms S White
Ms L Cantrill

Operations & Facilities Officer
Engagement Officer
Skylite Associates

PART I – PUBLIC SESSION

1484.1 To receive apologies for absence

Apologies were received from Cllrs A Biscoe, H Biscoe, and Tremayne (other commitments).

1484.2 Members to declare any disclosable pecuniary interests or non-registerable interests (including details thereof) in respect of any item(s) on this Agenda

None were declared.

1484.3 To confirm and approve the Minutes of:

1471.3.1 *Meeting of the Staffing Committee held on 20th June 2022*

1484.3.2 Unanimously RESOLVED that the Minutes of a Meeting of the Staffing Committee held on 20th June 2022 be accepted as a true and accurate record of proceedings. [Proposed: Cllr Garrick; Seconded: Cllr Thomas]

1484.4 Unanimously RESOLVED to exclude the press and public from the meeting for the remaining items of business as their presence would be prejudicial to the public interest by virtue of the confidential nature of the subject matter (employee terms and conditions), and on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12[A] of the 1972 Local Government Act. [Proposed Cllr Reeve; Seconded Cllr Barnes]

1484.5 To receive an update on the current staffing position within the Operations Team

A report from the Operations & Facilities Officer had been circulated prior to the meeting outlining the staffing issues within her team at present which included timescales identified to conduct recruitment in areas of shortfall. Members took the opportunity to clarify a number of points which were dealt with clearly.

The report was noted.

1484.6 To receive an update on the current staffing position within the Engagement Team

A report from the Engagement Officer had been circulated prior to the meeting outlining the staffing position within her team at the present time. She advised that the vacancy within the Library & Information team had now been filled and the new employee would be commencing employment on 22nd September 2022. Members took the opportunity to clarify a number of points which were dealt with clearly.

The report was noted.

1484.7 To receive update on HR/Staffing processes from Louise Cantrill, Skylite Associates

A report on HR/Staffing processes from Louise Cantrill, Skylite Associates had been circulated prior to the meeting outlining recruitment, staff handbook and contracts, and the outcome of facilitated Team Meeting. Members took the opportunity to clarify a number of points which were dealt with clearly.

The report was duly noted.

1484.8 To consider a recommendation in respect to the continued employment of Mrs Katy Teare (Library & Information Assistant)

1484.8.1 A report had been circulated prior to the meeting which highlighted the fact that Mrs Katy Teare had reached the end of her probationary period and that a decision should be made to determine whether her employment with the Town Council is made permanent. The matter and recommendation were discussed.

1484.8.2 Unanimously RESOLVED that Council endorse Mrs K Teare's employment with the Council, and that her position is made permanent. [Proposed: Cllr Barnes; Seconded: Cllr Garrick]



Chairman