



Redruth Civic Centre, Alma Place, Redruth, Cornwall TR15 2AT
Tel No: 01209-210038 e-mail: admin@redruth-tc.gov.uk

Town Mayor: Cllr R S Barnes

Town Clerk: P B Bennett

Minutes of a Meeting of the Redruth Town Council Staffing Committee held in the Redruth Civic Centre on Monday 22nd May 2023

| | | |
|----------------|--|---|
| Present: | Cllr M Brown Cllr R S Barnes Cllr A Biscoe Cllr H Biscoe Cllr C Garrick Cllr D Reeve Cllr I Thomas | Chair |
| In attendance: | P B Bennett Ms A Hunt Ms S White Ms C Coomber Mrs L Cantrill | Town Clerk Operations & Facilities Officer Engagement Officer Administration Manager Skylite Associates |

PART I – PUBLIC SESSION

- 1531.1 **To receive apologies for absence**
Apologies were received from Cllr Tremayne (unwell).
- 1531.2 **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.
- 1531.3 **To confirm the Minutes of the Meeting of the Staffing Committee held on 17th April 2023**
- 1531.3.1 Unanimously RESOLVED that the minutes of the Meeting of the Staffing Committee held on 20th February 2023 be accepted as true and accurate record of proceedings. [Proposed Cllr Thomas; Seconded Cllr H Biscoe]
- 1531.4 **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**
- 1531.4.1 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 A Biscoe; Seconded Cllr Barnes]

1531.5 To receive an update on the current staffing position within the Operations Team

A report had been circulated prior to the meeting, covering the Administration Team, Facilities Team Youth Engagement, and other minor topics. Councillors asked a number of questions in relation to these matters which the operations Officer addressed to Members satisfaction.

1531.5.1 Unanimously RESOLVED that the report be noted. [Proposed: Cllr Biscoe; Seconded: Cllr Garrick]

1531.6 To receive an update on the current staffing position within the Engagement Team

A report had been circulated prior to the meeting outlining the current staffing position within the Engagement team. The Engagement Officer provided clarification in response to questions from Councillors.

1531.6.1 Unanimously RESOLVED that the report be noted. [Proposed: Cllr Barnes; Seconded: Cllr H Biscoe]

1531.7 To receive update on HR/Staffing processes from Louise Cantrill, Skylite Associates

A report had been circulated prior to the meeting. Ms Cantrill outlined the general situation concerning Staff Appraisals, further benchmarking and other lesser topics relating to the HR/staffing processes.

1531.7.1 Unanimously RESOLVED that the report be noted. [Proposed: Cllr H Biscoe; Seconded: Cllr Barnes]

1531.8 To consider an upgrade of the existing Payroll system to a full HR system

1531 A report had been circulated prior to the meeting recommending that the existing payroll system be upgraded to a full HR system at a cost of £1 per employee.

1531.8.1 Unanimously RESOLVED that the existing payroll system be upgraded to a full HR system at a cost of £1 per employee. [Proposed: Cllr Biscoe; Seconded: Cllr Garrick]



Chairman