



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

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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 18th September 2023

Present: Cllr C Garrick
Cllr R S Barnes
Cllr A Biscoe
Cllr H Biscoe
Cllr I Thomas
Cllr W Tremayne

Chair

In attendance: P B Bennett
Ms A Hunt
Ms S White
Ms C Coomber
Mrs L Cantrill

Town Clerk
Operations Officer
Engagement Officer
Administration Manager
Skylite Associates

PART I – PUBLIC SESSION

1548.1 To receive apologies for absence

Apologies were received from Cllr Brown (family commitments).

1548.2 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.

1548.3 To confirm the Minutes of the Meeting of the Staffing Committee held on 17th July 2023

1548.3.1 RESOLVED by a majority that the minutes of the Meeting of the Staffing Committee held on 17th July 2023 be accepted as true and accurate record of proceedings. [Proposed Cllr H Biscoe; Seconded Cllr A Biscoe]

1548.4 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

1548.4.1 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 H Biscoe; Seconded: Cllr Barnes]

1548.5 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. In particular reference was made to Mr Coombs of the facilities Team and the recommendation that his employment be made permanent now that this probationary period had ended.

1548.5.1 Unanimously RESOLVED that:

- (i) that Mr Coombs' employment with the Council is endorsed and that that his position is made permanent;
- (ii) that, having attained the full qualifications/certifications required for the role of Facilities Technician, Mr Coombs receive a pay rise from SCP 6 to SCP 8, effective from 7th September 2023;
- (iii) that the remainder of this report be noted.

[Proposed: Cllr H Barnes; Seconded: Cllr H Biscoe]

1548.6 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. The committee noted that the Engagement Staff did a great job at the recent town festival and in particular in dealing with a couple of minor incidents involving the public.

1548.6.1 Unanimously RESOLVED that the report be noted, and that the Engagement Staff be complimented on their work at the recent Mining and Pasty Festival, in dealing with members of the public who had become aggressive in their manner, and how the staff dealt with the situation. [Proposed: Cllr H Biscoe; Seconded: Cllr Thomas]

1548.7 To receive update on HR/Staffing processes from Louise Cantrill, Skylite Associates

A report had been circulated prior to the meeting. Ms Cantrill updated Members on general HR matters, including a resignation within the Library team and the recruitment of the CPM role.

1548.7.1 Unanimously RESOLVED that the report be noted. [Proposed: Cllr H Biscoe; Seconded: Cllr Tremayne]

1548.8 To consider receive a short session on the Grievance Procedure

A short session on the Grievance Procedure for employees was led by Ms Cantrill and the Admin Manager, which was well received by the committee who asked many questions and requests for clarification.



Chairman