

**MINUTES of the STAFFING COMMITTEE Held on 28 March 2022 6.00pm
at St Just Library.**

PRESENT

Councillors

Martin Cavell (Chair)
Daisy Gibbs
Robert Chadder

Town Clerk Cas Leo

ALSO, IN ATTENDANCE FOR THE MEETING

None

SC.18 **APOLOGIES FOR ABSENCE**

Farmer Morris was absent having tested positive with coronavirus.
Fynn Tucker away.

SC.19 **DECLARATIONS OF INTEREST**

None received.

SC.20 **EXCLUSION OF PRESS AND PUBLIC**

RESOLVED – that under Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, it is proposed that, because of the confidential nature of the business to be transacted, the public and press be excluded from the meeting for the business specified in the following item(s)

SC.21 **Minutes**

RESOLVED -that the Minutes of Staffing Committee 28 February 2022 be approved with minor correction on apologies as an accurate record signed by the Chairman.

SC.22 **Staff/Organisation Review**

All aspects of the Report and Recommendations were discussed. The Committee discussed the comments of Councillors made at the last full council meeting. After a full discussion the committee would still recommend the full report to the Council with some adjustments. 1. To recruit a Deputy Clerk to work from 20 hours to 37 hours to attract a wider field. This may see one individual perform the two 20-hour roles. A clear statement would show the 37-hour role would have a property and facilities remit. If

the full-time role recruitment didn't fill the facilities role, it would then be recruited for after the appointment of Deputy Clerk carrying out 20 hours.

To recommend the recruitment of one apprentice role termed "Business Support" to be shared between library and administration functions. The second role would be reviewed annually to see if the role is needed. The salary would be based on the consultant's recommendation and would be recruited for after the Deputy Clerk possibly Facilities Manger had been recruited.

RESOLUTION: To recommend the Report to the council with the two adjustments mentioned above.

TUPE Update

SC.23

The clerk had attended a meeting with James Hardy and Scott Sharples on the devolution. They explained that they would need 90 days to ensure the correct process could be followed. Given the employee is a Cormac cleaner they would write to the Council explaining they would ask Cormac to engage with the Council directly and to do so needed to have the staffing Committee to agree to this so they could aim for 1 July devolution date for handover of both toilets and Car Parks.

The library opening to clubs

SC.24 The Covid restrictions have been fully removed by the government and its left to employers to make decisions about how they operate. The opening to community groups during normal library opening times was thought too early and the staff Committee will review when it meets again to review it.

RESOLUTION: The staffing arrangements to remain unchanged.

SC.25 **Staff Appraisals**

Staff appraisals for the year are coming to close with 1-2-1 taking place in the next week or two.

SC.26 **Government Cycle to Work Scheme**

The committee would recommend this scheme is adopted by the Council for all staff who wish to use it in the future it is run through the employer but it is no cost to the employer just the employee.

Meeting closed at 20.32 p.m.

Chairman