

SHREWSBURY TOWN COUNCIL

PERSONNEL COMMITTEE

**Held at Livesey House, 7 St Johns Hill, Shrewsbury
on 7 March 2024**

PRESENT

Councillors Moseley, Mosley (Chair), Pardy and Wilson

IN ATTENDANCE

Helen Ball (Town Clerk) and Amanda Spencer (Deputy Town Clerk)

01/24 APOLOGIES

Apologies were received from Councillors Green and Vasmer.

02/24 DECLARATIONS OF INTEREST

All twin-hatted members declared a personal interest in Shropshire Council should any matters relating to the Town Council's relationship with Shropshire Council arise.

03/24 MINUTES OF THE LAST MEETING

The minutes of the Personnel Committee meeting held on 7 December 2023 were circulated and submitted as read.

RESOLVED:

That the minutes of the Personnel Committee Meeting held on 7 December 2023 be approved and signed as a correct record.

04/24 EXCLUSION OF THE PUBLIC

RESOLVED:

That in accordance with s1(2) Public Bodies (Admission of Meetings) Act 1960, members of the public be excluded from the meeting on the grounds that the following items being considered involve the disclosure of confidential information.

05/24 REVIEW OF OPERATIONAL STAFF

The Deputy Town Clerk presented a revised version of the consultant's report now that all references to individual roles had been removed in the interest of staff confidentiality. It was proposed that once Personnel Committee were happy with the revised version it would be disseminated to all staff members via line managers.

The Committee requested that a suggested Option B organogram be added to the report for the purposes of consistency. It was also agreed that a memo from Personnel Committee to all staff accompany the report to explain the purpose of the consultant and that the report contained only some suggestions about the future structure of the operations team. It was noted that other options might be possible and no final decisions had yet been made.

RESOLVED:

That a memo from the members of Personnel Committee to explain the purpose of the report be drafted for approval and then the report be disseminated to all members of staff via their line manager.

06/24 EARLY ILL-HEALTH RETIREMENT

The Committee considered a report from the Deputy Town Clerk regarding a member of staff who, having been off work for a considerable period of time, had requested early retirement on the grounds of ill-health.

RESOLVED:

That the Council supports the recommendations of the Independent Registered Medical Practitioner and therefore denies the member of staff's request to access his pension early.

07/24 STAFF STATISTICS

The Deputy Town Clerk had prepared staff statistics for leavers, starters and sickness absence in the last quarter.

The Committee requested that a wider year comparison be presented at future meetings.

RESOLVED:

That the data be noted.