

**SHREWSBURY TOWN COUNCIL**  
**JOINT CONSULTATIVE COMMITTEE**  
**MEETING HELD AT DARWIN CENTRE MANAGEMENT SUITE**  
**ON 19 APRIL 2023**

**PRESENT**

**Councillors**      **R Dartnall, J Dean, A Mosley, P Moseley, & K Pardy**

**Staff**              **M Cox (Chairman), A Davies, A Hall, M Harris, M Preece & M Pugh**

**IN ATTENDANCE**

Helen Ball (Town Clerk), Amanda Spencer (Deputy Town Clerk), Gary Farmer (Head of Operations) & Andy Watkin (Head of Resources); Clare Osborne (Unison Representative)

**19/22 INTRODUCTIONS**

For the benefit of the Committee everyone present introduced themselves. The Chairman thanked everyone for their attendance; this was appreciated by all.

He also wished to congratulate the Team on their efforts at the Mayor's Award Ceremony the previous evening; it was a hugely successful event and put the Town Council as a whole in a very positive light.

**20/22 NOTES OF THE PREVIOUS MEETING**

The Notes of the meeting held on 25 January 2023 had been circulated prior to the meeting and agreed as an accurate record of proceedings.

**21/22 MATTERS ARISING**

- (i)      **Mileage Allowance** – other workloads had meant that the Deputy Town Clerk hadn't had the time to start discussions with affected staff. This would commence shortly.
- (ii)     **Staff Security Alarms** – no appropriate options had been sourced therefore the Council's Health & Safety Officer would prepare a specification of requirements that then would be scoped out as an Invitation to Tender on the national Contract Finder portal. This was seen more of an issue given the levels of ASB experienced of late and the potential threat risk and harm to staff.
- (iii)    **Visioning Exercise** – this was ongoing, and the Deputy Town Clerk was finalising the staff survey to ensure that the staff voice was fed into the process.
- (iv)    **Union Recognition** – the Town Clerk & Deputy Town Clerk had met with Unison Representatives and discussed the draft agreement and how it needed to be amended to reflect the unique position of the JCC as a consultative body. Unison was keen to work with the Town Council to develop positive relations and certainly not impose an arrangement on the Council if current arrangements worked. This agreement was being amended and would be presented to the JCC ahead of any formal recognition.

## **22/22 ITEMS RAISED BY THE COUNCIL**

- (i) **St Johns Hill** – The move from Riggs Hall to St Johns Hill went well and all staff have settled into the building and have access to the internet. There were still a number of snagging issues to address together with the fit-out of the Council meeting room. The Worknest Health & Safety Officer will attend to site to address any further matters to attend to.
- (ii) **Carparking** – discussions have taken place with Unison. They have concerns about the potential of unfair practices where town centre-based staff be required to pay for their own carparking when other staff were able to park at their locations for free. Other alternatives were being looked into and arrangements are still in place for those staff who need access to their cars for work purposes.
- (iii) **Terms of Reference** – it was noted that Council approves the appointment of all Committees together with their Terms of Reference at its Annual Meeting in May. Amended TORs had been circulated. All were happy for them to proceed for formal approval.
- (iv) **Staff Handbook** – There were only a few more policies that required updating; once those were complete, they would be collated into a Handbook which would be available online and in paper format. There were already folders at all Depts with existing Policies in place. Policies also now have timelines for review.

## **23/22 ITEMS RAISED FROM STAFF**

- (i) **Quarry Update** – staff sought an update as to long-term improvements. They continued to fire-fight in terms of maintaining toilets running. It was reported that no work had been done on the project given other pressing priorities. The Working Group would be re-convened.
- (ii) **Weeping Cross** – staff asked whether there was any update on the accommodation in relation to relocating staff who were working from the canteen as an office. It was pointed out that it had been their wish to work from there and there were more suitable hot-desking arrangements both at the Grange Centre and now at St Johns Hill. Initial plans had been drafted by the architect to work within an acceptable budget and counterplans had been submitted by staff. These had been reviewed briefly by architects who raised questions about the practicalities and increased costs. Once the St Johns Hill project had concluded, work would recommence on any amendments to Weeping Cross

## **24/22 NEXT MEETING**

Wednesday 12<sup>th</sup> July 2023 at 8.30am at St Johns Hill