

**SHREWSBURY TOWN COUNCIL
JOINT CONSULTATIVE COMMITTEE
MEETING HELD AT DARWIN CENTRE MANAGEMENT SUITE & VIA MICROSOFT TEAMS
ON 13 JULY 2022**

PRESENT

Councillors Mosley (Chairman) & Mrs Moseley
Staff M Cox, A Davies, A Hall, M Harris, M Preece & M Pugh

IN ATTENDANCE

Helen Ball (Town Clerk) & Gary Farmer (Head of Operations); Clare Osborne (Unison Representative)

APOLOGIES

Councillors Dean & Phillips, Vasmer; Amanda Spencer (Deputy Town Clerk), Andy Watkin (Head of Finance)

The Meeting was deemed to be inquorate due to the non-attendance of Councillors to meet the requirements of a Quorum as defined in the Terms of Reference

Councillor Mosley apologised to the staff for yet another meeting being inquorate; he would raise this with the other Group Leaders

INTRODUCTIONS

It was reported that 3 Town Council seats retired (Mike Pugh, Ruth Jones and Adam Purnell). Following elections Andy Davies, Andy Hall & Mike Pugh were elected.

CHAIRMANSHIP

It was noted that in accordance with the Terms of Reference, the Town Council Staff would chair the meetings for the new municipal year. They had nominated Mike Cox to be Chairman.

GENERAL DISCUSSION

Updates from Last Meeting

The Deputy Town Clerk asked that the following updates be raised

1. **Update on Policies** – Amended policies would not be coming back to the JCC for further ratification but instead would be referred to the Personnel Committee. The Town Clerk went through all of the comments that had been raised.
2. **Annual Performance Review/Appraisals** – Now Covid restrictions have ended, the appraisal process for all staff would commence in the Autumn. A copy would be circulated.
3. **Review of Staff Mileage, Allowances & Pool Cars** - This will come to the next meeting as it will also now include information about the move from Riggs Hall.
4. **Council Rewards Scheme** – This is now up and running with Vivup and all staff are welcome to participate.

Matters Raised from Staff

1. **Vexatious Complaints & Land Disposal Policies** – These had not yet been reviewed by the Group Leaders or forwarded to a Council for consideration.
2. **Security** – Staff feedback on the employment of Security staff in the Quarry had been good. All felt reassured by their presence. Councillor Mosley was at pains to stress the Health & Safety of staff was at the forefront of Councillors' minds. He wanted to introduce regular processes as he saw security was adhoc. The Town Clerk had been impressed by the level of reporting from Prosecure; this was feeding into Team Shrewsbury as well as Town Council operations. Andy Hall reported on his wish for detached youth workers to go on patrols with Prosecure.
3. **Staff Safety** – Staff wished to look at the distribution of personal alarms using GPS. They were approximately £80 per unit and would require a Sim Card. Staff were asked to look at options with a view to raising this at Finance & General Purpose Committee in September. The Lone Working Policy would also need to be reviewed.
4. **Quarry Progress** – Staff asked of progress in developing the top of the Quarry. The Town Clerk reported that this had fallen on hers and the Deputy Town Clerks Workload and of late their workload was excessive. At this point neither could provide a date when this would be looked at. Councillor Mosley confirmed the workload of both senior officers.
5. **Quarry Splash Park** – Some independent assessment of noise around the Splashpark was needed in the interests of staff welfare. The Health & Safety Officer was asked to look into this.

6. **Service Level Agreement** – Staff asked of progress in reviewing the SLA. Councillor Mosley reported that there had been initial discussions at Senior Member/Officer level but nothing that could be shared at this stage. He assured staff that they would be kept informed and involved

Any Other Matters

Representation

The Town Clerk reported that she had been asked to bring to the attention of the JCC the under-representation of both women and the Admin Team following the recent elections. She asked the 6 staff representative how they would ensure they were represented and whether they could come back to the next meeting with a plan. A discussion ensued about the type of female related areas that need consideration.

NEXT MEETING DATE

5th October 2022