

SHREWSBURY TOWN COUNCIL
JOINT CONSULTATIVE COMMITTEE
MEETING HELD AT LIVESEY HOUSE, 7 ST JOHNS HILL
ON 24 JANUARY 2024

PRESENT

Councillors Bernie Bentick, Alan Mosley (Chair) and Kevin Pardy

Staff Adam Clifford, Andy Davies, Mike Pugh, Sally Nicholson and Ian Thorpe

IN ATTENDANCE

Helen Ball (Town Clerk), David Burton (Unison), Stuart Farmer (Acting Operations Manager) Danny Powell (Acting Operations Manager), Claire Osborn (Unison), Amanda Spencer (Deputy Town Clerk) and Andy Watkin (Head of Resources)

17/23 APOLOGIES

RESOLVED:

That apologies be accepted from Rosemary Dartnall.

18/23 DECLARATIONS OF INTEREST

No declarations of interest were received.

19/23 MINUTES OF THE PREVIOUS MEETING

The Notes of the meeting held on 4 October 2023 had been circulated prior to the meeting and were agreed as an accurate record of proceedings.

20/23 MATTERS ARISING

(i) **Staff Security Alarms**

Stuart Fellows updated the committee that the Town Council was now in receipt of five alarms that would be used for testing. These would be trialled by the most vulnerable individuals across the four Ops teams. The device was operated by pressing a button on mobile phones which would then send an alert text and call to up to five responders, along with the location of where the call had been sent from.

Claire Osborn asked how this information would be rolled out across the organisation and HB explained this would be done in the same way that body worn cameras was, via Team Managers meetings initially with a reminder at team meetings and in weekly briefings. It was also asked how this arrangement might work at the weekends and

Stuart replied that would be worked out with the individual members of staff as appropriate.

Councillor Pardy if there would be a mechanism to test that the equipment was working appropriately at the beginning of each shift and Stuart responded that this would be factored into the roll-out.

Councillor Bentick also requested that the lack of telephone reception in some areas of the town be considered.

Stuart reported that he hoped that the roll-out would be completed by the next meeting and that he would report back at that stage.

(ii) Visioning Exercise

Amanda Spencer explained that the Town Council's Visioning Exercise was still underway but that it had been halted slightly by budget setting for 2024/25.

Claire asked if this was the same as the consultant's report following his visit to the Operations team and if this had been distributed to staff yet. Helen Ball responded that it had not yet as the consultant had been asked to remove any reference to individuals from the report as it was not felt that these comments were appropriate. Once this was available it would be distributed to members of staff. Unison also requested that a copy be sent to them.

(iii) Union Recognition

Claire reported that she had met with Helen Ball and Amanda Spencer to discuss this and that it was hoped that a draft version would be available shortly. Amanda explained that the agreement needed to be revised from the one Shropshire Council had in place as the Town Council was the only local organisation that had staff member on its JCC and this was not something any of them wanted to change.

(iv) White Ribbon Accreditation

Amanda reported that White Ribbon representatives had now been appointed and confirmed that these were Councillor Rob Wilson and Andy Hall. Further information would be forthcoming.

21/23 ITEMS RAISED BY THE COUNCIL

(i) Revised arrangements for consulting on Policies

Amanda reported that the previous staff consultation process had been well-received and that around 14 members of staff had made comments or suggestions, a large number of which had been adopted. Mike Pugh added that he had collated many of the comments so that they could remain anonymised and agreed that this had been a very effective process.

Amanda then suggested that in order to ensure the consultation process with staff regarding policies be as meaningful as possible the order of the consultation became as follows:

1. Senior Management Team
2. All staff and union consultation
3. JCC - to allow comments and suggestions to be considered
4. Personnel Committee
5. Full Council – for approval

The Committee were supportive of this proposal and felt that it would make the whole process more meaningful.

(ii) Updates from recent Staff Meetings

Amanda reported that the first round of team meetings were underway and going well although it was unfortunate that the message about these had not reached two teams. A poster advertising the dates of meetings would be posted on internal noticeboards to make sure all staff were aware of these meetings in the future.

Claire asked how the staff suggestion boxes were working and Amanda responded that they had received a number of suggestions via these which were then being followed up. Claire asked if the suggestion box at Weeping Cross could be moved so that it was not in front of the security camera.

22/23 ITEMS RAISED FROM STAFF REPRESENTATIVES

No items were raised for discussion.

David Burton asked if he could raise a couple of issues as follows:

- i) If it would be possible for the union representatives to add items to the agenda.

The Chair responded that this would be entirely possible providing the issues related to the Town Council and not promotion of the union. Amanda suggested that the unions be given a standing item on the agenda.

- ii) If it was possible to raise any items under Any Other Business as he was aware that this did not appear on the agenda.

Helen explained that parishes and town councils could only legally transact business which had been advertised on an agenda with the appropriate number of days notice therefore Any Other Business was not permissible.

Resolved: Items raised by Union Representatives be added as a standing item to future agenda.

23/23 NEXT MEETING

It was noted that the date of the next meeting would be 20 March 2024.