

STAFFING & GOVERNANCE SUB-COMMITTEE

Minutes of the meeting of the Staffing & Governance Sub-Committee held in Ellesmere Town Hall on Monday 1st October, 2018 at 6.00pm.

PRESENT: Councillors: Mrs E Peers (Chair), G Elner, J Frost, P Goulbourne, R Hartley and Mrs A Wignall
Mandy Evans – Town Clerk
Phil Smith – Assistant Clerk

SG-1/18 **Election of Chair**

RESOLVED – that Cllr Mrs E Peers be elected as Chair of the Staffing & Governance Sub-Committee for the 2018/19 municipal year.

SG-2/18 **Election of Vice-Chair**

RESOLVED – that Cllr P Goulbourne be elected as Vice-Chair of the Staffing & Governance Sub-Committee for the 2018/19 municipal year.

SG-3/18 **To Receive Apologies and Reason for Absence.**

RESOLVED – that an apology received from Cllr I Ward – holiday - be approved.

SG-4/18 **Disclosure of Personal and Prejudicial Interests in Items on the Agenda**

None.

SG-5/18 **Grant Dispersations**

None received.

SG-6/18 **Minutes**

It was moved by Councillor P Goulbourne, seconded by Councillor G Elner and

RESOLVED – that the minutes of the meeting held on 20th February 2018 be approved and signed by the Chair as a correct record.

SG-7/18 **Market Hall Set-Up**

The Town Clerk reported that, as part of its support to the Tuesday Market, the Town Council's caretaking staff had in recent years sets up and taken down the stalls in the Market Hall. Both Caretakers had reported issues with back pain, which had also resulted in time off work on sick leave. As part of a review of the physical work that the Caretakers undertake, it became apparent that the heaviest workload was the putting up and carrying of the tables for the Market set-up. The Town Council had a duty of care to the health of its staff, and it was therefore suggested that the caretakers no longer continue with the setting-up and taking down of the market stalls.

Members recognised that this might cause a problem for All Together Ellesmere, but the Council supported the Market in a number of other ways and the priority was the health and wellbeing of the staff and the efficient running of the Town Hall. It was suggested that one solution might be if the Market had lighter tables.

It was moved by Cllr J Frost, seconded by Cllr P Goulbourne and

RESOLVED – that unless it is able to acquire lighter tables for the market stalls, All Together Ellesmere be informed that the Council has a duty of care to its staff and cannot continue to put their health at risk, and therefore with effect from week commencing 5 November 2018, the Council will no longer offer its caretaking staff on a Monday/Tuesday to set up and take down the market stalls/tables.

SG-8/18

Exclusion of Press and Public

It was moved by Cllr P Goulbourne, seconded by Cllr Mrs A Wignall and

RESOLVED - that in accordance with the Public Bodies (Admission to Meetings) Act 1960 and Section 100 (A) of the Local Government Act 1992, the public and press be excluded for the remainder of the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in the Acts.

SG-9/18

Peninsula HR Audit Report

Consideration of the report had been delegated to the Sub-Committee at September's Town Council meeting.

Matters discussed included employee contracts, application of the Minimum Wage, and staff hours of work.

The meeting closed at 6.55pm

Chair: 

Date: 04/02/19