

PETERLEE TOWN COUNCIL

THE MINUTES OF THE ESTABLISHMENT COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL

PETERLEE

ON MONDAY 5TH JANUARY 2015

PRESENT: COUN C J METCALFE (CHAIR)

Mesdames:- K Liddell, L Wood, S Simpson, M A
Cartwright, J I Measor, C Baty & V Watson

Messrs:- S Miles, W M Jeffrey, C Watkins, L Cook, R Kyle,
D Sillito, D Milsom & A Watson

MEMBERS WERE REMINDED OF THE NEED TO DISCLOSE ANY INTEREST PREJUDICIAL OR PERSONAL IN ACCORDANCE WITH THE CODE OF CONDUCT.

The Chairman advised Members of the committee that part of the meeting may be recorded by both audio and video, and it may be that photographs were taken.

43. APOLOGIES FOR ABSENCE

Apologies had been previously submitted and accepted from Councillor C Robbins on the grounds of ill health.

RECOMMENDED the Council approve the reasons submitted for absence received from Councillors C Robbins, on the grounds given above, and his apologies for absence be recorded.

44. THE MINUTES OF THE LAST MEETING a copy of which had been previously circulated, were approved.

Matters Arising

To note at the Council Meeting held on 15th December 2014, it had been agreed that full occupational sick pay be extended as suggested.

45. A “LOCAL” LIVING WAGE FOR DURHAM COUNTY COUNCIL

Members gave consideration to this reported that had been presented to Durham County Councillors for approval. The Deputy Town Clerk gave details on the numbers of staff that this may affect and it was asked if further information could be supplied to Members to assist in their deliberation of this proposal. It was asked if further information could be obtained particularly was the living wage proposed on par with other councils in the North East.

RECOMMENDED that Members be advised further on the detail of this proposal and it be re considered by the Town Council.

46. MENTAL WELL BEING/ILL HEALTH GUIDANCE

Members were circulated with a draft of this document as considered by the Governance Sub Group and submitted now for Council approval. It was suggested that this document should be circulated to the Unions before approval.

RECOMMENDED this document be submitted to the Unions for their feedback and comment, prior to Members considering its adoption.

47. RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC
IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEMS TO BE DISCUSSED, THE COMMITTEE PASSED THE FORMAL RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC FROM THE MEETING, PURSUANT TO THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT, 1960 & THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985.

48. ABSENCE REPORT

The Sickness Absence Report, detailing sickness absence figures for the previous month, had been circulated to each Member for information.

RECOMMENDED that the contents of the absence report, be accepted.

49. OVERTIME REPORT

The Overtime Report and hours worked by Facilities Staff Report, a copy of which had been circulated to each Member, was considered.

RECOMMENDED the contents of the report be accepted.

50. FACILITIES ASSISTANT – THE PAVILION

Further consideration was given to the payment of increments as discussed at the meeting in July 2014 following a request made by one of the Facilities Assistants, details of which were outlined for Members at the meeting.

RECOMMENDED the request for increments to be backdated to April 2012, be refused.

51. TOWN CLERK'S GRIEVANCE

The Deputy Town Clerk advised that correspondence had been received from ACAS in this regard. She asked for approval to seek external support for the Town Council with this matter.

RECOMMENDED approval be given to this course of action and plenary powers be granted in this instance.