

**CHESHAM TOWN COUNCIL**

**Minutes of the meeting of the STAFFING COMMITTEE**

held on Monday 16<sup>th</sup> November 2020

**PRESENT** Councillor Miss E.A. Culverhouse, Chairman (presiding)

Councillors: M.Z. Bhatti MBE, N.L. Brown, Q. Chaudhry, Mrs J.E. MacBean and F.S. Wilson.

Officer: Mr W. Richards - Town Clerk

In attendance: Councillor A.K. Bacon.

Apologies for absence were received from Councillors M. Fayyaz and P.W. Yerrell.

**6. DECLARATIONS OF INTEREST**

There were no Declarations of Interest that were brought to the Chairman's notice.

**7. MINUTES**

It was

**RESOLVED**

that the Minutes of the Meeting of the Staffing Committee held on Monday 5<sup>th</sup> October 2020 be confirmed and signed by the Chairman as a true record.

**8. EXCLUSION OF THE PUBLIC AND THE PRESS**

It was moved by the Mayor and

**RESOLVED**

that the Public and the Press be excluded from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, as amended by The Local Government Act 1972, Section 100, in view of the confidential nature of the business to be transacted.

9. **ANNUAL REVIEW OF STAFF CONDITIONS OF SERVICE AND PAY**

The Committee were apprised of the Annual Review of Staff and Pay. Members had been reminded that annual increment increases (unless withheld through review of performances) were within officers' contracts and that pay rises were determined nationally.

Members then considered recommendations pertaining to recognising certain members of staffs' continuing efforts and to reward them accordingly. There was some discussion on whether it was premature to review the Elgiva's Senior Technician's salary in January and delegate this to the Chairman of this Committee in liaison with officers but it was agreed that this ultimately should be a management decision, signed off by the Chairman if she was comfortable with the proposal.

Finally, the Committee agreed that, following a recommendation from the Chairman of the Finance Committee, furlough payments should continue to be claimed from the Government and the Council top up staffs' salaries to 100% of their current earnings.

It was

**RESOLVED**

1. That the awarding of any annual increments to all staff who have not reached the top of their grade following satisfactory annual appraisals, from 1<sup>st</sup> April 2021 be noted.
2. That payment of the NJC, SEE and Inland Revenue rates and allowances be continued.
3. That the Deputy Gym and Swim Manager be advanced 3 spinal points and the Box Office Assistant be advanced 2 spinal points from immediate effect
4. That the Senior Technician salary be reviewed in January 2021 and be advanced if recommended by officers in liaison with the Chairman of this Committee.
5. That furlough payments should continue to be claimed from the Government and that the Council top up staffs' salaries to 100% of their current earnings

10. **CLOSE OF MEETING**

The meeting closed at 6.44pm.

CHAIRMAN