

LYME REGIS TOWN COUNCIL

HUMAN RESOURCES COMMITTEE

MINUTES OF THE MEETING HELD ON WEDNESDAY 12 APRIL 2023

Present

Chairman: Cllr G. Stammers

Members: Cllr M. Ellis, Cllr B. Larcombe, Cllr P. May, Cllr C. Reynolds, Cllr D. Sarson, Cllr G. Turner

Officers: J. Wright (town clerk), G. Rood (administrative assistant)

22/77/HR Public Forum

There were no members of the public present.

22/78/HR Apologies

Cllr R. Smith

22/79/HR To confirm the accuracy of the minutes of the Human Resources Committee meeting held on 22 February 2023

Proposed by Cllr C. Reynolds and seconded by Cllr P. May, the minutes of the meeting held on 22 February 2023 were **ADOPTED**.

22/80/HR Disclosable Pecuniary Interests

There were none.

22/81/HR Dispensations

There were none.

22/82/HR Matters arising from the minutes of the Human Resources Committee meeting held on 22 February 2023

Pay review

Proposed by Cllr G. Stammers and seconded by Cllr D. Sarsons, members **RESOLVED** that under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for this item of business as it included confidential information relating to an individual within the meaning of paragraphs 1 and 8 of schedule 12A to the Local Government Act 1972 (see Section 1 and Part 1 of Schedule 1 to the Local Government (Access to Information) Act 1985), as amended by the Local Government (Access to Information) (Variation) Order 2006.

22/83/HR Update Report

National Joint Council (NJC) trade union pay claim

Cllr G. Stammers said the unions were being balloted and the outcome was awaited.

Cllr B. Larcombe asked if any former members of staff would receive the backdated pay award.

The town clerk said they would.

22/84/HR Civility and Respect

The town clerk said the first phase of the Civility and Respect project had been completed by the Society of Local Council Clerks, the National Association of Local Councils, and One Voice Wales, and signed off in November 2022. The town clerk said phase 2 would look at sanctions and interventions.

The Civility and Respect 'pledge', which local councils were asked to sign up, and training were an integral part of phase 1.

The town clerk said changing the culture of the organisation and how councils represented themselves was more important than changing legislation and implementing more sanctions. He said collectively there needed to be a shared view of what was acceptable behaviour.

He said Civility and Respect probably needed to be considered by Full Council and suggested this council wasn't yet in a position to sign the pledge as it would be setting itself up to fail.

Cllr G. Stammers said members should go through the details of the project to understand it properly and to understand what it means to work together. Cllr G. Stammers also suggested the pledge should be amended to reflect how Lyme Regis Town Council worked.

The town clerk said at this point, the council should recognise the pledge's purpose and principles, review its own procedures, and take advantage of training opportunities. Signing up to the pledge should be deferred until the council felt it could realistically adhere to it.

Proposed by Cllr B. Larcombe and seconded by Cllr P. May, members agreed to **RECOMMEND TO FULL COUNCIL** that members recognised the principles outlined in the Civility and Respect pledge and officers prepare a draft pledge which is adapted to fit the organisation and ready for the new intake of councillors to sign up to in 2024.

22/85/HR Town Clerk's Retirement Interview

Proposed by Cllr M. Ellis and seconded by Cllr B. Larcombe, members **RESOLVED** that under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for this item of business as it included confidential information relating

to an individual within the meaning of paragraphs 1 and 8 of schedule 12A to the Local Government Act 1972 (see Section 1 and Part 1 of Schedule 1 to the Local Government (Access to Information) Act 1985), as amended by the Local Government (Access to Information) (Variation) Order 2006.

22/86/HR Exempt Business

a) Matters arising from the minutes of the Human Resources Committee meeting held on 22 February 2023 (Pay review)

The town clerk said appeals from seven employees had been considered by South West Councils and although it had resulted in increased points for two posts, this hadn't resulted in re-grading for any of the employees. As such, the process was now complete.

b) Town Clerk's Retirement Interview

Members noted the report.

The meeting closed at 7.48pm.