

## PERSONNEL SUB-COMMITTEE

WEDNESDAY 29<sup>th</sup> JUNE 2022

Minutes of the meeting of the **PERSONNEL SUB-COMMITTEE** held in the Council Chamber, Council Offices, School Aycliffe Lane, Newton Aycliffe on **WEDNESDAY, 29<sup>th</sup> JUNE 2022 at 6.00pm**

### **PRESENT**

Councillors: Tony Armstrong, Lindsey Aston, Martin Ashcroft, Arun M. Chandran, John Clark, Bob Fleming, Ian Gray and Ken Robson

### **OFFICERS**

Mr D. Austin (Town Clerk)  
Miss A. Donald (Corporate and Policy Officer)

### **1. APPOINTMENT OF CHAIRMAN**

It was proposed by Councillor Ken Robson, seconded by Councillor Tony Armstrong, that Councillor Arun M. Chandran be appointed as Chairman of the Personnel Sub-Committee for the Municipal Year 2022/23.

**RESOLVED** – that Councillor Arun M. Chandran be appointed as Chairman of the Personnel Sub-Committee for the Municipal Year 2022/23.

*Councillor Arun Chandran took the chair for the meeting.*

### **2. APPOINTMENT OF VICE CHAIRMAN**

It was proposed by Councillor Bob Fleming, seconded by Councillor Martin Ashcroft, that Councillor Tony Armstrong be appointed as Vice Chairman of the Personnel Sub-Committee for the Municipal Year 2022/23.

**RESOLVED** – that Councillor Tony Armstrong be appointed as Vice Chairman of the Personnel Sub-Committee for the Municipal Year 2022/23.

### **3. APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillors Mrs Sandra Haigh, Carl Robinson and Michael Stead.

### **4. MEMBERS' DISPENSATIONS**

No applications for dispensation had been received.

### **5. DECLARATIONS OF INTEREST**

Councillor Ian Gray declared an interest in Agenda Item 8. as a member of Unite.

### **6. PUBLIC QUESTIONS**

There were no public questions.

## 7. MINUTES

It was proposed by Councillor Martin Ashcroft, seconded by Councillor Ken Robson, and

**RESOLVED** - that the minutes of the meeting of the Personnel Sub-Committee, held on the 4<sup>th</sup> May 2022, be confirmed as a correct record.

## 8. TRADE UNION REQUEST FOR A COVID STAFF WELLBEING DAY

The Corporate Management Team submitted a report requesting members' consideration of a letter from Unite the union with regard to granting Town Council employees an extra day's holiday as a thank you for keeping services running during the COVID-19 pandemic.

Following a lengthy discussion, it was proposed by Councillor Martin Ashcroft, seconded by Councillor John Clark and

**RESOLVED** – that it be recommended that:

- i) The report and letter be received.
- ii) All Town Council staff employed prior to the lifting of most restrictions on 17<sup>th</sup> May 2021, be granted one extra day's leave in 2022/23, on a one-off basis, in appreciation of their work during the COVID-19 pandemic.
- iii) The estimated cost of meeting the above be reported to the Policy and Resources Committee for agreement.

## 9. MOTION FROM COUNCILLOR ARUN M. CHANDRAN

The following motion was submitted by Councillor Arun M. Chandran:

*“That the following Members constitute the Shortlisting and Interviewing Panel appointed from the Personnel Sub Committee for senior officer appointments:*

*Senior Management Team\**

*All members of the Personnel Sub Committee*

*All Other Senior Officers\*\**

*The Chairman of the Council, The Chairman and Vice Chairmen of the relevant Committee(s), the Chairman and Vice Chairmen of Personnel, plus 1 Independent, 1 Labour and 1 Liberal Democrat Councillor*

*\*Town Clerk, Corporate and Policy Officer, Finance Manager, Works and Environment Manager and Head of Leisure and Events*

*\*\* Any other officer graded at Salary Scale Point 17 and above*

The motion was seconded by Councillor Martin Ashcroft.

It was requested by Councillor Lindsey Aston that the Vice Chairman of the Council be added to the panel. This was agreed by Councillor Chandran and Ashcroft and the revised motion was agreed by the sub-committee.

It was also requested that nominations for panel members be notified to the Town Clerk and that substitution would be acceptable in the event that a panel member was unable to attend.

It was agreed that the shortlisting and interview panel for each individual post should consist of the same members to ensure fairness.

**RESOLVED** – that it be recommended that:

- i) That the following Members constitute the Shortlisting and Interviewing Panel appointed from the Personnel Sub Committee for senior officer appointments:

Senior Management Team:

All members of the Personnel Sub Committee

All Other Senior Officers:

The Chairman of the Council, Vice Chairman of the Council, The Chairman and Vice Chairmen of the relevant Committee(s), the Chairman and Vice Chairmen of Personnel, plus 1 Independent, 1 Labour and 1 Liberal Democrat Councillor

- ii) Nominations for panel members be notified to the Town Clerk and with substitution acceptable in the event that a panel member was unable to attend.
- iii) The shortlisting and interview panel for each individual post should consist of the same members to ensure fairness.

**Chairman**