

**MINUTES AND REPORT OF THE STAFFING COMMITTEE
HELD ON 7 JULY 2022**

L Councillor Ashworth
0 Councillor Cosser
* Councillor Duce – Chair
* Councillor Hullah – Vice Chair
0 Councillor Williams
0 Councillor Follows (*ex officio*)

* Present # Absent & No Apology Received 0 Apology for Absence L Late

133. MINUTES

The Minutes of the Meeting held on 26 May 2022 were signed by the Chair as a correct record.

134. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above. Councillor Martin substituted for Councillor Cosser and Councillor Kiehl substituted for Councillor Williams.

135. DISCLOSABLE PECUNIARY INTERESTS AND OTHER REGISTERABLE INTERESTS

Members made no declarations of interest in relation to any item on the agenda for this meeting, which is required to be disclosed by the Localism Act 2011 and the Godalming Members' Code of Conduct.

136. WORK PROGRAMME

Members considered the Committee's work programme. No new items were added to the work programme.

137. STAFF ABSENCES & TOIL

Members considered a summary report of staff absences in accordance with Standing Order 146 and noted no cause for concern.

138. REVIEW OF POLICY DOCUMENTS

Members considered the Fire Safety & Emergency Procedure Policy and resolved to approve the documents for adoption by Full Council.

139. YOUTH CENTRE STAFF STRUCTURE

Members resolved to authorise the Youth Services Officer, in consultation with the RFO as line manager and the Town Clerk as head of paid services, to amend the staffing structure supporting the delivery of youth services at Broadwater Youth Centre as required to meet the operational needs of the youth club.

Unless separately approved by the Policy & Management Committee, staffing costs are to be contained within the approved Youth Services (Broadwater Cost Centre 201) budget.

Terms and conditions of employment are to be in line with the Joint Negotiating Committee (JNC) agreement for youth and community workers

140. COMMUNICATIONS ARISING FROM THIS MEETING

No matters were identified by Members requiring further publication.

141. DATE OF NEXT MEETING

The next meeting of the Staffing Committee is scheduled to be held in The Pepperpot on Thursday, 15 September 2022 at 7.00pm.

142. ANNOUNCEMENTS

There were no announcements.

IN PURSUANCE OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 S.1(2), THE COMMITTEE RESOLVED TO EXCLUDE THE PUBLIC AND PRESS FROM THE MEETING AT THIS POINT PRIOR TO CONSIDERATION OF AGENDA ITEM(S) 11 BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED I.E STAFFING MATTERS.

143. STAFFING MATTERS

Members received updates on staffing matters from the Town Clerk and RFO.