



**Berwick-upon-Tweed
Town Council**

Minutes of the Town Council Staffing and Corporate Resources
Committee Meeting held on Monday, 22 April 2024 at 4.00pm in
The Mayors Parlour, Town Hall, Berwick-upon-Tweed

PRESENT:

Councillors: G Brown (Chair)
L Hawken
R Mackenzie
J Robertson
J Turton

IN ATTENDANCE:

Mr Gareth Davies, Town Clerk
0 members of the public

MINUTE NO.	TITLE AND DESCRIPTION OF ITEM	Mover	Secunder	Decision
SCR053/23	APOLOGIES FOR ABSENCE			
	To receive apologies for absence.	N/A	N/A	Apologies for absence were received from Cllr T Stewart.
SCR054/23	DISCLOSURE OF INTERESTS			
	<p>Unless already entered in the Council's Register of Members' interests, members are required to disclose any personal interest, (which includes any disclosable pecuniary interest), they may have in any of the items included on the agenda for the meeting in accordance with the Code of Conduct adopted by the Council on 9 July 2012, and are reminded that if they have any personal interests of a prejudicial nature they must not participate in any discussion or vote on the matter and must leave the room.</p> <p>To receive and consider requests from members who have a Disclosable Pecuniary Interest in any items on the agenda an</p>	N/A	N/A	<p>i. There were no disclosures of interest.</p> <p>ii. There were no requests for dispensation.</p>

	application for dispensation under section 33 of the Localism Act 2011 to enable members to participate in discussions and voting.			
	Committee RESOLVED that under the Public Bodies (Admission to Meetings) Act 1960 it was appropriate to exclude the media and public from the discussion of the following items of business on the basis that public discussion might prejudice the Council's position and staffing or personal issues might be discussed.			
SCR055/23	STAFFING REVIEW			
	<ul style="list-style-type: none"> (i) To consider progress with the Staffing Review (ii) To consider the extent of any support with the recruitment process for a new post. 			<p>On the motion of Cllr G Brown, supported by Cllr L Hawken it was RESOLVED:</p> <ul style="list-style-type: none"> (i) To retrospectively delegate to Cllrs G Brown and L Hawken authority to negotiate redundancy settlement, (ii) To recommend that council adopt the proposed outcome of the Staffing Review, including the

				<p>proposal to make a member of staff redundant, and to delegate to the Staffing and Corporate Resources Committee:</p> <ul style="list-style-type: none">a. Authority to undertake a job evaluation process,b. Authority to vary staff pay in accordance with the outcomes of that process,c. Authority to establish an appeals process for the job evaluation scheme, enabling appeals to be heard by committee members who did not conduct the Staffing Review, andd. Authority to appoint a new member of staff as envisaged by the review, and <p>(iii) It was further RESOLVED to instruct the existing HR Advice provider to support the recruitment</p>
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				process on the basis of the proposed Gold package.
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