

PETERLEE TOWN COUNCIL

THE MINUTES OF THE ESTABLISHMENT COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL

PETERLEE

ON MONDAY 2<sup>ND</sup> MARCH 2009

PRESENT: COUN R CURTIS (CHAIR)

Mesdames: M Milsom, L Wood & J I Measor

Messrs: J Alvey, H Bennett MBE, J Hardy, W M Jeffrey, R Jones, D Langan, G Cowie, C J Metcalfe, R Huitson, D Milsom & C Austin

**MEMBERS WERE REMINDED OF THE NEED TO DISCLOSE ANY INTEREST PREJUDICIAL OR PERSONAL IN ACCORDANCE WITH THE CODE OF CONDUCT.**

68. APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillors S McDonnell, M A Cartwright, J Black, E W Hall, C Robbins & T Jones.

69. THE MINUTES OF THE LAST MEETING, a copy of which had been circulated to each Member, were approved.

70. ADVISORY BULLETINS & CIRCULARS

- i) Advisory Bulletin No. 547 January, 2009 (Update)
- ii) Advisory Bulletin No. 548 February, 2009 (Update)

Members were circulated with extracts from these bulletins and circulars and the Town Clerk mentioned items that may be of interest to Members.

**RECOMMENDED that the information given, be noted.**

71. RESOLUTION TO EXCLUDE THE PRESS & PUBLIC

IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEMS TO BE DISCUSSED, THE COMMITTEE PASSED THE FORMAL RESOLUTION TO EXCLUDE THE PRESS & PUBLIC FROM THE MEETING, PURSUANT TO THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT, 1961 & THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

72. OVERTIME REPORT

The Overtime Report and Hours Worked by Facilities Staff Report, a copy of which had been circulated to each Member, was considered.

**RECOMMENDED that the contents of the report be accepted.**

73. ABSENCE REPORT

The Absence Report detailing staff absence since the last meeting of this Committee had been circulated to each Member for their information. Concern was expressed at the level of sickness and it was felt that consideration should be given to calling a staff and Members meeting to discuss sickness absence.

**RECOMMENDED that the contents of the report be accepted.**

74. THE REPORT OF APPOINTMENT PANEL HELD ON 13<sup>TH</sup> FEBRUARY, 2009, a copy of which had been circulated to each Member, were accepted.

75. REQUEST TO TRANSFER CASTLE EDEN DENE STAFF TO NATURAL ENGLAND

The Town Clerk gave details of the request from Natural England. He was awaiting further information in relation to the pension situation but presumed that Members would wish to have confirmation that the staff involved would be on the same terms and conditions before considering this request. Members confirmed this was correct.

**RECOMMENDED that further details be awaited.**

76. SPORTS DEVELOPMENT OFFICER POST – COMMENTS OF SPORT ENGLAND

The Town Clerk had circulated details of the comments received from Sport England on this post.

**RECOMMENDED that this matter be considered further at the Council Meeting.**

77. HELDFORD ROAD SPORTS AND COMMUNITY BUILDING - UPDATE - STAFFING

The Town Clerk had circulated to Members a report detailing the results of a re-evaluation of posts in the Facilities Team.

**RECOMMENDED that this matter be considered further at the Council Meeting.**