

PETERLEE TOWN COUNCIL

THE MINUTES OF THE ESTABLISHMENT COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL

PETERLEE

ON MONDAY 1<sup>ST</sup> DECEMBER 2014

PRESENT: COUN C J METCALFE (CHAIR)

Mesdames:- K Liddell, L Wood & V Watson

Messrs:- S Miles, W M Jeffrey, C Watkins, L Cook, R Kyle, G Cowie & A Watson

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

42. APOLOGIES FOR ABSENCE

Apologies had been previously submitted and accepted from Councillor Baty and Councillor Thompson, (ill). Further apologies had now been received from Councillor D Sillito and K Liddell, (Work commitments) and J Alvey, (on holiday).

**RECOMMENDED the Council approve the reasons submitted for absence received from Councillors C Baty, D Sillito, K Liddell and J Alvey, on the grounds given above, and their apologies for absence be recorded. FURTHER RECOMMENDED that Councillor Thompson's apologies not be accepted.**

37. THE MINUTES OF THE LAST MEETING a copy of which had been previously circulated, were approved.

38. THIS YEAR AND NEXT YEAR'S PAY AWARD

Members were circulated with details of the agreement reached on pay for 2014-2016 for staff on NJC “green book” terms and conditions. The pay deal covered a two year period (from April 2014 to 31 March 2016) and comprised of a 2.2% pay increase from 1<sup>st</sup> January 2015, (not back dated) and, for staff paid between spinal column point 4 and 49 inclusive, a non consolidated lump sum payment of between £100 and £325 paid in December 2014, (with some of the payment in some cases deferred to April 2015) – pro rated for part time employees.

The Deputy Town Clerk gave Members details of the number of staff and sums involved with this pay award and this living wage increase.

**RECOMMENDED the details of the pay award be noted and the recent Local Government Pay Award be paid to all Town Council staff in January 2015, along with the non consolidated lump sum being paid in December.**

39. RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC  
IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEMS TO BE DISCUSSED, THE COMMITTEE PASSED THE FORMAL RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC FROM THE MEETING, PURSUANT TO THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT, 1960 & THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985.

40. ABSENCE REPORT

The Sickness Absence Report, detailing sickness absence figures for the previous month, had been circulated to each Member for information. Members also undertook a review of the payment of occupational sick pay as previously agreed.

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

42. 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 the contents of the report be accepted.**