

**Minutes of the Meeting of the Personnel Committee of St Ives Town Council
held at the Town Hall St Ives on Wednesday 15 January 2020**

Present:

Chairman: Councillor A Dickinson

Vice-Chairman: Councillor P Hussain

Councillors: N Dibben, B Luter, P Pope

In attendance:

Town Clerk: A Benfield

Councillor: J Tiddy

PE29.00 APOLOGIES FOR ABSENCE

An apology was received from Councillor T Drye (Business Commitment).

PE30.00 DECLARATIONS OF INTEREST

No declarations were made.

PE31.00 PUBLIC PARTICIPATION

There were no members of the public in attendance.

PE32.00 MINUTES

Some numbering errors on the October and December minutes were noted and it was agreed they should be amended and submitted to the next meeting for signing.

RESOLVED: that the Minutes of the Meeting of the Personnel Committee held on 16 October and the Extraordinary Meeting of 4 December, following correction of the numbering, were agreed as a correct record and would be signed by the Chairman at the next meeting.

PE33.00 PERFORMANCE FRAMEWORK

Members were in receipt of Service Delivery Summary.

RESOLVED: that the information be received and noted.

PE34.00 BUDGET REPORT

RESOLVED: that the Budget Report be received and noted.

PE35.00 LGSS PENSION SERVICE

Members noted the decision, following the consultation in Summer 2019 that the majority of members of the pension fund were in favour of continuing with the pooled fund.

The Clerk stated that neither the individual valuation results or the draft Funding Strategy had been received.

Having noted the Personal Data Retention Policy Expectations document, it was agreed that the Participating Employer Personal Data Retention Policy should be adopted.

Chairman's
Initials

- RESOLVED: PE35.01** that the results of the Summer 2019 consultation on the future of the Resolution Bodies Poll be received and noted
- PE35.02** that the valuation report be requested and presented to the next meeting for consideration
- PE35.03** that the communication from CPP regarding Personal Data Retention Policy Expectations be received and noted
- PE35.04** that the Policy be received and adopted

PE36.00 NORRIS MUSEUM TRUST

Members received Job Descriptions for the proposed part time posts of Museum Director and Deputy Director at the Museum. The Chairman provided the meeting with a summary of the discussion that had taken place at the earlier Norris Trust Meeting and informed those present that the members of the Trust Group were content that the job descriptions as circulated met the requirements of ensuring ongoing robust management of the Museum whilst allowing flexibility going forward.

It was noted that the implementation of these two part time posts would result in an increase of between £4,300 and £7,500.

Members agreed that the Clerk should proceed to advertise the Deputy Director post as soon as possible and liaise with the current temporary Director on where this should take place to maximise coverage.

- RESOLVED: PE36.01** that the verbal update from the Chairman on the decision of the Norris Trust be received and noted
- PE36.02** that the post of part time Deputy Director be created on NJC Payscale range 24-28
- PE36.03** that the part time post of Deputy Director be advertised as soon as practicable

Chairman:

Date: 15 April 2020

Chairman's
Initials