

BARRY TOWN COUNCIL

MINUTES OF A MEETING OF THE RESOURCES COMMITTEE HELD ON MONDAY, 6 DECEMBER 2010 AT 7.00 PM

PRESENT: Councillor H C Hamilton (Chairperson) together with Councillors O Cash, G D Davey, S C Egan, J Evans, K Evans, B I Shaw and T C Stenstrom

ALSO PRESENT: Cliff Lewis – Deputy Executive Officer
Angie Norman – Administration

R141. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors A D Hampton, S A Hodges, K A Kemp, K Kuhnell and C Turner

R142. DECLARATIONS OF INTEREST

No declarations of interest were received.

R143. MINUTES OF THE RESOURCES HELD ON MONDAY, 11 OCTOBER 2010

It was noted that Councillor Kemp had given her apologies for the meeting of the Committee held on 11 October 2010 but that it had not been recorded as so.

The Chair advised Members of the Committee that a further report on the Green Dragon Project will be submitted to the next meeting of Council on 21 January 2011.

Minute No. R136 – Councillors were unhappy that they had received an email detailing errors in the report for the draft staff handbook submitted under agenda item 7, after the agenda had been sent out. With this in mind it was agreed that this report should be deferred until a meeting between the Chair of Resources, the Leader of Council, the Executive and Deputy Executive Officers and the Chair of the Joint Consultative Advisory Group (employee's side representative) could be held to discuss the Council's policies.

Minute No. 137 – Concerns were raised over the confusion regarding the ICT policy. Some members believed that an ICT policy had been agreed previously and did not understand why a further draft policy had been submitted for consideration. Councillor Egan advised that there was a considerable amount of confusion surrounding the Council's policies and he advised the Committee that at the recent meeting of the Joint Consultative Advisory Group the employee's representatives had shared this view. He advised that it had been agreed that the Chair of the Joint Consultative Group, as an employee representative, should also participate in the meeting to discuss the policies to ensure that this matter is progressed.

RESOLVED:

1. that the minutes of the Resources Committee meeting held on 11 October 2010 be approved and signed as a correct record;
2. that a date be identified, as a matter of urgency, for a meeting of the Chair of Resources, the Leader of Council, the Executive and Deputy Executive Officers and the Chair of the Joint Consultative Advisory Group (employees side representative) to discuss the Council's policies;
3. that a more detailed report regarding the Draft Staff Handbook be submitted to the Committee following once the above meeting has taken place.

R144. **MINUTES OF THE JOINT CONSULTATIVE ADVISORY GROUP MEETING HELD ON 24 NOVEMBER 2010**

RESOLVED: that the minutes of the Joint Consultative Advisory Group meeting be received and noted.

R145. **SICKNESS ABSENCE**

RESOLVED:

1. that the sickness absence reports be received and noted;
2. that a letter be sent to all staff thanking them for their efforts in keeping the sickness absence percentage so low over the past 12 months.

R146. **ACCIDENT STATISTICS**

RESOLVED: that the report be received and noted.

R147. **DRAFT STAFF HANDBOOK**

RESOLVED: that this item be referred as per minute no. R143(3)

R148. **STAFF AND COUNCILLOR TRAINING**

The Deputy Executive Officer advised that the Equalities and Diversity Training provided by ACAS had been done so at a cost of £37.90 per head, but that he was currently in discussions with ACAS to possibly reduce the cost and the outcome of those discussions would be reported back in the future.

RESOLVED: that the report be received and noted.

R149. **BUDGETARY CONTROL STATEMENTS FOR APRIL TO OCTOBER 2010**

RESOLVED: that the report be received and noted.

R150. DRAFT RESOURCES COMMITTEE ESTIMATES 2011/12

Members were advised that at a recent budget meeting the introduction of a new budget head, to take into consideration the extra costs involved in a schools concert, the Council Open Days and other events. It had been suggested that a budget of £5,000 be placed in the estimates for 2011/12 to cover the cost of the planned schools concert and that a further £2,500 be placed in the budget head to cover the extra overtime costs incurred as a result of various events throughout the year.

RESOLVED:

1. that a sum of £7,500 be placed in the 2011/12 estimates to include the school concert and additional salary costs for the open days based on a figure discussed of £5,000 and £2,500 which can be off-set when one budget over or under spends;
2. that the draft estimates for 2011/12 be recommended to the Finance, Policy & General Purposes Committee meeting to be held on 17 January 2011 as confirmation of the Resources Committee requirements for the 2011/12 financial year, taking into account the amendments as outlined above.

R151. DATE OF NEXT MEETING

RESOLVED: that it be noted that the next meeting of the Resources Committee will be held on Monday, 14 February 2011 at 7.00 pm.

The meeting ended at 7.45 pm.

Signed
(Chairperson)

Dated