

BARRY TOWN COUNCIL

MINUTES OF AN EXTRAORDINARY MEETING OF THE PERSONNEL COMMITTEE HELD ON MONDAY 28 FEBRUARY 2023 AT 7.00 PM

PRESENT: Councillors Perkes (arrived at 7.02pm) (Chair) together with Councillors Charles, Johnson, Marshall, Thomas and Wiliam

ALSO PRESENT: Emily Forbes: Chief Officer
Mark Sims – Deputy Chief Officer
Amanda Evans – Facilities and Cemeteries Manager
Rebecca Blackwell – Office Team Leader
Councillor S Hodges – Observer

The Vice Chair opened the meeting as the Chair hat not yet connected.

R60. **APOLOGIES FOR ABSENCE**

None received

R61. **DECLARATIONS OF INTEREST**

None received

R62. **WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015**

RESOLVED: That the Well-being of Future Generations (Wales) Act 2015 be received and noted.

R63. **TO APPROVE AND SIGN THE MINUTES OF A MEETING OF THE PERSONNEL COMMITTEE HELD ON 6 FEBRUARY 2023**

RESOLVED: That the minutes of the Personnel Committee held on 6 February 2023 be approved and signed as a correct record.

7.02 pm - The Chair arrived, the Vice Chair handed the Chair over to Councillor Perkes.

R64. **UPDATE OF EXTERNAL REVIEW OF CEMETERY DEPARTMENT**

Members were provided with a report reviewing the Cemetery Department. Members discussed the report in great detail, due to the confidential nature of the report, confidential notes will be held on file with the Chief Officer

RESOLVED:

- 1. That the Chief Officer prepares a timeline and process map to understand how these recommendations will be taken forward, which will be circulated electronically**

2. That Recommendations 1, 2, 3, 4, 5, 9, 10, 11, 13, 14 contained within the report in relation to training, management and budget administration and exploring HR support are accepted and taken forward by officers.
3. That Recommendations 6,7,8,12 are deferred to a future Extraordinary meeting of the Personnel Committee for a more detailed discussion
4. That a benchmarking exercise and time and motion study is undertaken by officers and completed in time for the next Extraordinary meeting, to fully understand the service needs, capacity requirements, equipment requirements and benchmark this with other local provision

The meeting closed at 8.00 pm

Signed

Dated