



HOCKLEY PARISH COUNCIL

Personnel Committee: Cllrs James, S Martin, Randall, Vingoe, O'Shea, Boxall.

MINUTES OF THE HOCKLEY PARISH COUNCIL PERSONNEL SUB COMMITTEE MONDAY SEPTEMBER 14TH 7.30 PM IN THE HOCKLEY PARISH HALL

PER15/21 Those present and apologies for absence.

Chairman. Cllr Randall

Cllrs O'Shea S Martin, Boxall, James

Ex Officio Cllr R Martin

Also present the Clerk.

PER15/22 There were no Declarations of interest.

PER15/23 To agree the minutes of the July 13th 2015 meeting.

Resolved. The minutes of the meeting were accepted as a true record proposed Cllr Randall seconded Cllr R Martin.

PER15/24 There were no members of the public present.

PER15/25 To review job evaluation for Parish Rangers.

Following a detailed discussion about the needs of the council and how this is being met by the current job descriptions, the council considered that the spot evaluations previously allocated to the post-holders was no longer appropriate and the council should consider the grading of the post rather than the spinal column point allocated. With this in mind, the council noted that the original (2013) job evaluation and the revised (2015) job evaluation both fell within grade three so no change would be necessary.

Resolved. The council will follow the specification of the current job description and award the incremental points throughout grade three. Proposed N Boxall, seconded Cllr O'Shea and carried unanimously.

PER15/26 Proposal for member workshop on strategic planning. Report attached to be considered along with the training notes circulated prior to the previous training session.

The clerk will prepare a workshop for early New Year. This will be based on the ideas outlined in the report and focus on the ways that the council can develop and track strategic plans..

PER15/27 Staff appraisals

Following on from the discussions about job descriptions and staffing matters in item PER15/25 the committee expressed reservations about the value of formal appraisals, particularly when the jobs under appraisal are seen as fully developed with no scope for growth or evolution.

The decision to institute a formal job evaluation scheme was taken in PER15/6, and amended to exclude caretaking and grounds staff in minute PER15/18. The Committee took the view that the appraisal system was of limited value in motivating and supporting staff and agreed that the continuous appraisal system will be extended to all staff. However, career progression grades will remain under active review. The clerk and chairman will continue to meet regularly.

Resolved. The council will adopt the practice of continuous appraisal for all staff, except for those on career progression grades. Proposed Cllr O'Shea seconded Cllr James and carried unanimously.

PER15/28 Date of next meeting: November 9th 2015

Meeting closed 9.15.