

## **Staffing Committee – 31<sup>st</sup> August 2021**

### **Delegated Authority Actions**

In the interests of transparency, the Council has created a temporary process to retain all the elements of good governance including publically accessible meetings, and Councillor debate resulting in majority agreement. The majority agreement will be recorded and published as a recommendation for the Town Clerk to action under emergency delegated authority.

#### **PRESENT**

Councillors: Garner, Gill, Lyle, Perks, Pote and Waite.

Apologies: None received.

Staff: Gina Wilding, Town Clerk  
Kate Adams, Deputy Town Clerk

#### **DECLARATIONS OF INTEREST**

##### Disclosable Pecuniary Interests

None

##### Conflicts of Interest

None

##### Personal Interests

None

#### **PUBLIC OPEN SESSION (15 minutes)**

There were no members of the public present.

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<b>Delegated Authority No.</b>	<b><u>Recommendation</u></b>	<b>Action</b>	<b>Status</b>	<b>Date</b>
<b>DA/ST/31/08/21/01</b>	<b><u>MINUTES</u></b> <b><u>RECOMMENDED (Unanimous) DL/RP</u></b>  To note the delegated decisions of 22 <sup>nd</sup> July 2021.			
<b>DA/ST/31/08/21/02</b>	<b><u>EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960)</u></b> <b><u>RECOMMENDED (unanimous) DL/RP</u></b>  That the public be excluded from the meeting for the following item(s) of business pursuant to section 1 of the Public Bodies (Admission to Meetings) Act 1960, on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.			

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<p><b>DA/ST/31/ 08/21/03</b></p>	<p><b><u>SHORT-LISTING FOR DLF ASSISTANT GROUNDS PERSON</u></b></p> <p><b><u>RECOMMENDED</u> (unanimous) DL/RP</b></p> <p>i) That all applicants are invited to interview; ii) That the application form be reviewed. iii) That advice is be provided on covid.</p>	<p>Candidates to be formally invited for interview. Application form to be reviewed</p> <p>Town Clerk to provide advice.</p>	<p>Complete</p> <p>Pending</p>	<p>01/09/21</p>
<p><b>DA/ST/31/ 08/21/04</b></p>	<p><b><u>SHORT-LISTING FOR THE POST OF DLF ASSISTANT GROUNDS PERSON/MARKET ASSISTANT</u></b></p> <p><b><u>RECOMMENDED</u> (unanimous) DL/TG</b></p> <p>That all applicants are invited to interview.</p>	<p>Candidates to be formally invited for interview.</p>	<p>Complete</p>	<p>01/09/21</p>
<p><b>DA/ST/31/ 08/21/04</b></p>	<p><b><u>INTERVIEW PROCESS, TIMETABLE INTERVIEW AND INTERVIEW PANELS</u></b></p> <p><b><u>RECOMMENDED</u> (unanimous) DL/EG</b></p>			

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	i) to note the face-to-face interview process and timetable; ii) that interview panel consist of Councillors Lyle, Perks and Pote, and the Deputy Town Clerk.			
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The meeting

closed at 10.13 am.