**HATHERSAGE PARISH COUNCIL**

*Clerk – Mr. S. C. Wyatt, Heart of Hathersage, Main Road, Hathersage, S32 1BB.*

*Mob: 07 432 422 470*

*Email:* [*Clerk@hathersageparishcouncil.gov.uk*](mailto:Clerk@hathersageparishcouncil.gov.uk)

Minutes of HR Committee Meeting

Meeting held at the Heart of Hathersage, Main Road, Hathersage.

7.30 p.m. on 26th June 2019.

Present: Councillors B Hanley, Jane Marsden, W Hanley.

In attendance: SC Wyatt (Clerk), CF Cave (RFO), M Wellington (Pool Manager).

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| 012/19 |  | To note Apologies for Absence - Cllrs, Rodgers and Turner. George Foy. |
| 013/19 |  | To decide any variation in the order of business – none. |
| 014/19 |  | Declaration of interests - Mike Wellington as pool manager. |
| 015/19 |  | Approve minutes of the meeting 3rd June 2019 – these were **approved** and signed by the chair. |
| 016/19 |  | Pool closure and wages during autumn works -  Mike and George had met to discuss a proposal that they had then discussed with all staff, positive responses from all staff were received. Cllr. W Hanley thanked Mike and George on their approach and discussing with staff. Key point of the proposal being:   * Training would be offered to all staff should they wish to take up the offer. Courses to be arranged/pursued would be the responsibility of the SPC. * Anyone going on holiday during the period would forfeit their wage. * 50% of wages would be paid to all staff depending on hours worked for the similar period last year and to attend training and other work that the Parish Council wishes to arrange. * Should the project take longer that the expected 8 to 10 weeks from the start of works then the offer will be reviewed by HR and HPC.   The emailed information from Mike is appended to these minutes.  It was **agreed** to recommend to Full Council that this proposal is adopted. |
| 017/19 |  | Clerk’s Report/Correspondence. |
| 018/19 |  | Items for next meeting. Pool Staff job descriptions, confirmation of Ash Watt’s role, |
| 019/19 |  | Confirm date of next meeting. 28th August 7:30pm.  Signed: Date: |

In relation to Minute number: 016/19

Hi All,

Firstly the staff, George and I would like to thank you for your support and considering our concerns about what will happen to the staff during the pool closure.

After the meeting last week George and I had a long conversation and we believe we have come up with a proposal which will benefit the pool in the long term and is fair towards both the staff and council. All staff have been spoken to individually about our proposal and they feel it is fair compromise and have also been told this is in no way guaranteed but is a proposal we are taking forward for your consideration.

The proposal George and I came up with consist of offering all staff that work 'set shifts' a 50% proportion of the hours they would of worked normally if the pool was not closing. These hours would be made up of training course or assisting George and I with any maintenance and admin.

The pool closure is expected to spread over the remainder of low season and part of the winter season so these hours will change. I have attached a file which fully breaks down each staff member hours, which Chris can use to budget.

Some staff are not guaranteed shifts each week as its their second job, are university students or have been away during this season and they pick up random shifts that are left or cover holidays. We propose offering them the same depending on their availability. I have also listed them on the attached file.

Below is a list of the course/training that could be undertaken with associated costs, I have listed them in order of priority/importance with a rough number of staff participants:

• First Aid at Work - As many staff as possible. This can be done in house as we have a few options of Trainers with Dave Turvey and Robert Machon. A discussion would have to had with Dave and Rob regarding cost, but both should be able to run a course at a much lower rate than an external firm.

• Pool Plant - 4/5 Staff. £300 per person.

• Level 1 Swim Teachers - 2/3 Staff. £400 per person

• Level 2 Swim Teachers - 2/3 Staff. £680 per person.

• Customer Relations and Awareness - In house training through either Dave Turvey or Ash Watts

• Risk Assessment - In house training through either Dave Turvey or Ash Watts

• Safeguarding - In house training through either Dave Turvey or Ash Watts

Regards

Mike and George

Pool Management

Signed: Date: