

## **WELLINGTON TOWN COUNCIL**

### **MINUTES OF A MEETING OF THE STAFFING AND TRAINING COMMITTEE HELD ON MONDAY 15 AUGUST 2016 AT 10.30 A.M. IN THE COUNCIL CHAMBER, 28 FORE STREET, WELLINGTON**

**Present:** Councillors Barr, Bowrah, Critchard, Lloyd, Reed, Stock-Williams and Thorne

Greg Dyke (Town Clerk)

#### **1. Appointment of Chairman**

**Resolved** that Councillor Stock-Williams be elected Chair of the Committee for the ensuing year

#### **2. Apologies**

Councillor Govier

#### **3. COMMUNITY WARDEN**

For some time the Council had been actively considering how best to identify services that were no longer being provided by the principal Authorities and how best to use the Devolved Services budget that had been set aside to fund its aspirations. The Maintaining and Improving Services Working Party had asked the Staffing Committee to consider a job description for the possible appointment of a Community Warden. It was also asked to look at the Link Power Scheme that operates in Halcon, Taunton to see if this might be a suitable alternative. The proposals had also been discussed with Somerset Rural Youth Project who indicated that they might have been interested in becoming involved.

The aim would be to help improve the local environment – one of the areas the Council wished to focus on.

The following options were considered:-

##### **(a) Somerset Rural Youth Project**

This organisation was keen to explore any ways in which they could possibly become involved in providing the type of service the Council were looking for. They operated by arranging for a local youth worker to engage with young people who have become disengaged, perhaps been prone to anti social behaviour and are not in full time employment.

The aim would be to encourage them to make a contribution to their community by carrying out tasks that would improve the local environment. This would give them something to focus on. Training in the use of appropriate equipment would be provided and the work involved would provide practical skills that would benefit them in the future. The very fact that they could show that they have become involved in this type of voluntary work would be a big advantage when looking for something more permanent. They

already operated in a small way within the grounds of the Young People's Centre at Wellington.

Although the cost of providing this service was not known it was acknowledged that there would be a cost involved. It would be necessary to provide equipment and to make a payment to SRYP.

Although the aims of this scheme were laudable the Committee felt that it would not be suitable for the Town Council. The focus of the Council was to be in a position to get the work done on a regular basis. There would be little direct control over the availability of volunteers. It would also be difficult to maintain continuity and sustain the service in the longer term.

### **(b) Link Power**

The aspirations of the Link Power project based in Halcon were to offer local people the opportunity to contribute, learn new skills, build trust and confidence and prove to themselves that work can make a difference.

A local Taunton PCSO coordinated a group of volunteers, which was now a thriving business and a joint One Team project with the Taunton East Development Trust. Volunteers now helped to run it and the project was apparently making a huge difference.

This seemed to be exactly the type of service this Council would be looking for. There would be a cost involved. The only disadvantage was having someone in place to co-ordinate activities.

The success of the scheme was due almost entirely to the input of local PCSO's. PS Nigel Downey had been asked if there would be any possibility of a designated member of his staff becoming involved in the same way. He felt sure that the local Police could engage with this and one of their PCSOs could take a lead in it. If this was the route to be followed then there would need also to be some involvement with Wellington One.

It was made very clear that the Town Council would only have a peripheral role in a scheme of this nature. Responsibility for running it would lie with the Police and Wellington One.

Members felt that it was important for the Town Council to be in a position to manage and maintain overall control.

### **(c) Appointment of a Community Warden**

If the Council decided to go forward with the appointment of a Community Warden there were a number of issues to consider. Firstly, and probably most importantly, it would need to be convinced that there was enough for someone to do on a regular basis. If a direct appointment were to be made then duties would need to be properly risk assessed, equipment and clothing would need to be provided and stored, Employers Liability Insurance would be affected and all health and safety issues would need to be addressed. An outline of a draft job description was submitted in order to give some idea of the type of duties that might be involved:

If this appointment was made it was suggested that the person be employed for 12.5 hours per week. A regular street cleaning rota would cover the whole town. The appointment would be on a permanent contract with an equal salary every month.

With a pay of, say, £9.00 per hour, the annual cost would be around £5,800 plus on costs.

The Committee felt that this sort of appointment would enable the Council to effectively manage and maintain improvements to the local environment. As well as setting up a regular rota of street cleaning that would enhance the existing TDBC service it would enable the Council to react to any unexpected or unplanned situations. It was anticipated that the duties of the post would have a wider range than just street cleaning and would embrace other areas of work. This, therefore, was considered to be the best option for the Council.

**RECOMMENDED that:-**

- (a) the appointment of a Community Warden be agreed;
- (b) the job description, terms and conditions be refined and details circulated to the Committee for final approval;
- (c) the hours and duties be reviewed regularly;

The meeting ended at 11.10 a.m.