



5. **TO CONSIDER RECRUITMENT TO FOLLOWING POSTS AND/OR REPORT FROM SOUTH WEST COUNCILS REGARDING SALARIES:**

Consideration was given to information provided by South West Councils regarding the salary grading of the following posts, in accordance with the agreed Job Evaluation Scheme.

**a) Management Support Officer**

During discussion regarding recruitment to this post, a question was asked about the degree of detail which should be included within the job description given that it could cause some confusion regarding the overall level of responsibility attributed to the post. It was agreed that officers would give this matter further consideration prior to recruitment taking place.

It was proposed by Councillor Bonfield, seconded by Councillor Morris, and **RESOLVED UNANIMOUSLY:-**

That, in accordance with the recommendation of South West Councils, the salary of this post should remain at Grade 5.

**b) Buildings Maintenance Supervisor**

It was noted that this was a new post, designed to bolster the technical knowledge available within the Operations Department. Attention was drawn to the importance of understanding how this post fitted into the Council's organisational structure.

It was proposed by Councillor Bonfield, seconded by Councillor Harris, and **RESOLVED UNANIMOUSLY:-**

That, in accordance with the recommendation of South West Councils, the salary of this post should be Grade 7.

**c) Seafront Advisors**

Careful consideration was given to the salary to be paid to these posts, given the bringing together of the seafront advisor and boat park attendant roles. Concern was expressed at the grading of these posts in relation to that of other members of the Town Council's workforce.

It was proposed by Councillor Bonfield, seconded by Councillor Morris, and **RESOLVED UNANIMOUSLY:-**

That, in accordance with the recommendation of South West Councils, the salary of the Seafront Advisor posts should be Grade 3.

It was **FURTHER RESOLVED:**

That South West Councils be instructed to re-evaluate the salary grading of those employed as General Operatives.

6. **TO CONSIDER ARRANGEMENTS FOR STAFF PARKING**

It was reported that the Visitor Services Manager had drawn attention to the need to regularise the situation in respect of staff parking for the team at the Swanage Information Centre. This was also the case for the Council's beach cleaners when working on the seafront. It was noted that whilst staff at the Town Hall and Depot had access to free staff parking, this was not the case in respect of those posts listed above.

Consideration was given to a system of permit parking, and where that could best be accommodated, given the Council's need to maximise the number of spaces available for residents and visitors to the town in the Council's car parks.

It was proposed by Councillor Green, seconded by Councillor Bonfield, and  
**RESOLVED UNANIMOUSLY:-**

That members of staff based at Swanage  
Information Centre, and those working on the  
seafront, should be issued with staff parking  
permits for use in the Residents' Car Park during  
working hours only.

7. **ITEMS OF INFORMATION AND MATTERS FOR FORTHCOMING  
AGENDAS**

a) **Town Clerk's flexible working arrangements** – it was reported that in accordance  
with the Council's Flexible Working Policy a review of these arrangements had been  
undertaken and that they would remain in place.

8. **DATE OF NEXT MEETING**

The date of the next meeting would be confirmed at the Annual Council Meeting  
in May 2019.

The meeting concluded at 4.30 p.m.

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