

## **CYNGOR CYMUNED LLANGENNECH COMMUNITY COUNCIL**

At a meeting of the Personnel Sub Committee held on Monday, 17<sup>th</sup> February, 2025,  
at the Llangennech Community Centre.

**PRESENT: Councillors:** I Griffiths (Chair)  
N Lloyd, I M Williams, G R Jones

**APOLOGIES: Councillor:** J A Seward

1. The purpose of the meeting was to consider matters relating to the retirement of the Surveyor on the 31<sup>st</sup> March 2025.
2. The Surveyor had prepared a document for the Sub Committee to consider. The Surveyor sets out in the document three options for the Council to consider.

Option 1 would be for the Surveyor to continue in his present role on reduced hours with limitations because of his hearing problems. The financial situation facing the Council certainly in 2025/26 and probably some more years will result in very few projects being started and therefore less work required for the post of Surveyor. He proposed that his hours of work would be reduced from eleven point five hours per week to five hours per week.

Option 2 would be to consider replacement immediately and possibly on a reduced hours basis of perhaps five hours per week but ultimately back to eleven point five hours per week when financial resources become available.

There could be possible cost consequences both for National Insurance and Pension Contribution reasons. A new employee would have to be offered membership of a pension scheme and currently the Dyfed Pension Scheme Employer Contribution rate is 25.4%.

Option 3 would be for the Council to contract probably with the private sector for technical support. This is likely to include a fixed annual fee (retainer) and agreed additional hourly costs for work undertaken. This could be for a trial period of perhaps one year and maybe later extended to a three year period.

Under this proposal some of the current work carried out by the Surveyor such as supervision of groundworks in the adopted parks and cemetery supervision could be delegated perhaps to the Council groundsman. There are also many E Mail messages from various sources and these could initially be directed to the Clerk.

3. The Surveyor then left the meeting after his address and dealing with some questions.
4. The Chair stated that the Surveyor's retirement will be a great loss to the Council. He asked for observations and any proposal from the Committee members.

Councillor N Lloyd believed that there are only two significant outstanding issues for the Surveyor to deal with and those are matters relating to Bridge Inn which includes Access Road and Sale of Land, and secondly outstanding issues relating to the playground improvement at the recreation ground.

Councillor I M Williams was in favour of Option 2 and that is replacing the Surveyor on the present terms and conditions of employment. He was also of the view that the post be renamed Facilities Manager as suggested by Paul Egan of One Voice Wales.

Councillor G R Jones believed that reducing the employment hours would result in potential candidates not being interested in the Post.

Councillor N Lloyd held the same view. The Chair referred to the Job Description and Employee Specification prepared by Paul Egan and stated that he believed that qualification requirement should state that applicants should be competent for the requirement of the Post. There should be a minimum requirement for the Post.

Councillor N Lloyd referred to Option 3 and the use of consultants and believed that the Council would be served by different persons at different times and this could be unsatisfactory for the Council.

Councillor G R Jones asked if Option 1 was being rejected.

Councillor N Lloyd stated that there would be a need for a handover period.

The Chair summarised the views of members and the consensus is that Option 1 is rejected and that Option 3 is not ruled out but the Sub Committee is in favour of Option 2 and that is replacing the Surveyor on present terms and conditions of employment.

After due discussion the recommendation of the Sub Committee is that the Council replace the Surveyor on present terms and conditions of employment. The Chair is to draw up a job specification for consideration by other members of the Committee. The Chair suggests that the vacant post be advertised with One Voice Wales and the HWB.