

Agenda item 9

For information – Update on staff changes

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This is a standing item on the Council Matters agenda and provides an update on staff changes since the last meeting.

Starters/leavers and updates

- George Tomlinson has increased her hours by five hours to cover the increased work load for the Marketing and Communications.
- We are recruiting for the Victoria Park/Town Hall Weekend Cleaner/Caretaker vacancy.
- We are recruiting for a Children and Young People's Project Officer to cover Jess Francombe's maternity leave.
- We are recruiting for a Resilience Officer.

Full information about both vacancies can be found on our website

<https://www.frometowncouncil.gov.uk/council/frome-town-council/job-opportunities>

Staff training since last report September 2020

- Dave Krzyzosiak received his City and Guilds NPTC Level 2 Award in Ground Based Chainsaw Operator
- Laura Flaherty: CIPD Foundation Diploma in Human Resource Practice. Laura has passed the first four assessments. She has just submitted the fifth for marking and has begun the sixth unit. Laura will complete the course in March 2021.
- Laura Flaherty attended The Learning And Working In A Virtual World: Annual South West PAs, EAs and Administrators Conference
- Paul Wynne attended the SLCC Virtual National Conference
- Tricia Mugridge attended the Digital Community Connector training
- Staff were continuing to complete training as part of the ihasco offer, which includes bite size training on Safeguarding, Cyber Security Awareness and Display Screen Equipment and Manual Handling