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DUNSTABLE  
TOWN COUNCIL

**David Ashlee Town Clerk and Chief Executive**

Your Ref.

Our Ref. DA/RS

Date: 20 July 2017

Dear Councillor

Could you please note that a meeting of the Personnel Sub-Committee will be held in the Council Chamber, Grove House, High Street North, Dunstable on **27 July 2017** at **7.00 pm** when the following business will be transacted.

### **AGENDA**

1. Apologies for Absence
2. Specific Declarations of Interest
3. Quarterly Staff Award Scheme – to consider 1st Quarter Nominations (2017/18) – see page 1 (and separate enclosure for Members of the Sub-Committee).
4. Summary Results of 2017 Staff Survey – see separate enclosure.

It is recommended that the following item be considered after a resolution has been passed excluding the press and public.

### **PART 2**

1. Town Centre Manager, Maternity Cover – see page 2.

Yours faithfully

pp David Ashlee  
Town Clerk and Chief Executive

To: Members of Personnel Sub-Committee

Councillors Peter Hollick, Liz Jones, John Kane, Gloria Martin, Claire Meakins, Pat Staples and Andy Whayman and other Members of the Council for information.

**DUNSTABLE TOWN COUNCIL****PERSONNEL SUB-COMMITTEE****THURSDAY 27 JULY 2017****STAFF QUARTERLY AWARD SCHEME**

<b>Purpose of Report:</b> The purpose of this report is to present to members the nominations received for the 1st quarter staff award scheme.
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**1. ACTION RECOMMENDED**

- 1.1 That members determine the recipient of the 1st quarter staff award.

**2. NOMINATED STAFF**

- 2.1 There have been 7 nominations for the 1st quarter of 2017/18.

**Ian Swinnerton, Grounds Operations Manager** – Ian has been nominated for the role he played in managing the aftermath of the break-in experienced at the Creasey Park Depot over the Bank Holiday in April.

**Fred Sowa, Town Centre Ranger** – Fred has been nominated for the excellent start he has made in his new role and the impact he is already having on town centre cleanliness.

**Jamie Hodges, Town Ranger** – Jamie has been nominated for the support he has given the new Town Centre Ranger role and for his part in successfully inducting him into his new role.

**The Grounds Team** – The Grounds Team have collectively been nominated for the roles each of them played in both preparing the Cemetery for the Green Flag award as well as playing an important role in making the launch of Bennetts Splash so successful. They received two separate nominations.

**The Sports and Leisure Facilities Team** – The Sports and Leisure facilities Management team have been nominated for the role each of them played in successfully preparing the new Bennett's Splash and Splashide Café for the successful launch in June. They received two separate nominations.

**3. AUTHOR**

- 3.1 David Ashlee – Town Clerk and Chief Executive  
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