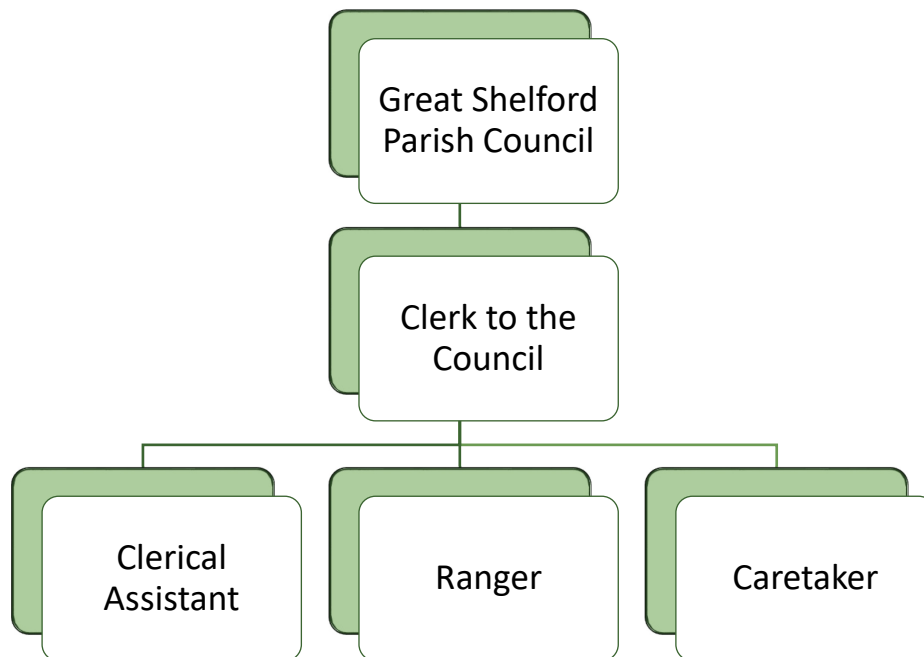


# GREAT SHELFORD PARISH COUNCIL

## STAFFING STRUCTURE

MARCH 2023



### STAFF

Currently Great Shelford Parish Council employs four members of staff.

### MANAGEMENT

1. Individual Councillors cannot make any decisions on behalf of the council and must report back to a full council or Finance & General Purposes Committee meeting for a corporate decision.
2. Individual Councillors including the Chairman cannot manage staff. Please see the information in *'Being a Good Employer – A Guide for Town and Parish Councils'*.
3. Councils are not permitted to delegate management decisions under the Local Government Act 1972, s101 to individual councillors. Delegation can only be made to a committee, sub-committee, an officer of the Council or another local authority.
4. The HR Committee manages employment issues and reports back to full council when required under their Terms of Reference.
5. If relevant for a specific role, the HR Committee can invite members of another working party to assist with recruitment.