



Borough of Tamworth

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APPOINTMENTS AND STAFFING COMMITTEE

3 February 2017

Dear Councillor

A meeting of the Appointments and Staffing Committee will be held in **Committee Room 2 - Marmion House on Monday, 13th February, 2017 at 6.00 pm**. Members of the Committee are requested to attend.

Yours faithfully

A handwritten signature in black ink, appearing to be 'A. D. S.', enclosed in a circular scribble.

A G E N D A

NON CONFIDENTIAL

- 1 Apologies for Absence
- 2 Minutes of the Previous Meeting (Pages 1 - 2)
- 3 Declarations of Interest

To receive any declarations of Members' interests (pecuniary and non-pecuniary) in any matters which are to be considered at this meeting.

When Members are declaring a pecuniary or non-pecuniary interest in respect of which they have dispensation, they should specify the nature of such interest. Members should leave the room if they have a pecuniary or non-pecuniary interest in respect of which they do not have a dispensation.

4 Exclusion of the Press and Public

That members of the press and public be now excluded from the meeting on the grounds that the business involves the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended)

5 Pay Policy Report 2017 (To Follow)

(The Report of the Leader of the Council)

6 Interim Customer Services Structure (Pages 3 - 32)

(The Report of the Head of Customer Services)

People who have a disability and who would like to attend the meeting should contact Democratic Services on 01827 709264 or e-mail committees@tamworth.gov.uk preferably 24 hours prior to the meeting. We can then endeavour to ensure that any particular requirements you may have are catered for.

To Councillors: D Cook, R Pritchard, S Peple, T Peple and M Thurgood



**MINUTES OF A MEETING OF THE
APPOINTMENTS AND STAFFING
COMMITTEE
HELD ON 1st NOVEMBER 2016**

PRESENT: Councillors D Cook (Chair), R Pritchard (Vice-Chair), S Peuple, T Peuple and M Thurgood

The following officers were present: Anica Goodwin (Director - Transformation and Corporate Performance) and Christie Tims (Head of Organisational Development)

9 APOLOGIES FOR ABSENCE

None

10 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 9 August 2016 were approved and signed as a correct record.

(Moved by Councillor R Pritchard and seconded by Councillor S Peuple)

11 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

12 VARIATION TO EMPLOYMENT TERMS AND CONDITIONS

The Director of Transformation and Corporate Performance provided Members with information regarding a proposed variation and update to terms and conditions.

RESOLVED:

- 1 That the Members approved a new monthly salary pay date (i.e. 18th of each month); and
- 2 variation to the location/place of employment for

employees (where applicable)

*(Moved by Councillor D Cook and seconded by
Councillor R Pritchard)*

13 WORK BREAK POLICY

The Head of Organisational Development updated Members regarding the development of a Work Break Policy to provide a clear framework to allow employees to suspend their contract for a range of reasons to allow extended travel, care, personal development or study to take place as an additional flexible working benefit and retention tool.

RESOLVED:

That Members request the referral of the report back to the Appointments and Staffing Committee with the following:

- impact assessment of reducing the time allowed for the work break to a period of 12 months
- clarification of the eligibility criteria
- information regarding similar policies in other Local Authorities

*(Moved by Councillor R Pritchard and seconded by
Councillor D Cook)*

Chair

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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