



MINUTES OF A MEETING OF THE APPOINTMENTS AND STAFFING COMMITTEE HELD ON 22nd SEPTEMBER 2020

PRESENT: Councillor D Cook (Chair), Councillors S Doyle, J Oates, Dr S Peale and R Pritchard

The following officers were present: Zoe Wolicki (Assistant Director People), Jackie Noble (Head HR and Organisational Development), Gareth Harvey (Head of Environmental Health), Jo Hutchison (Democratic Services, Scrutiny and Elections Officer), Jodie Small (Legal, Democratic and Corporate Support Assistant) and Adam Deakin (Technical Infrastructure Engineer)

Apologies received from: Councillor(s) None

6 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 22nd July 2020 were approved and signed as a correct record.

(Moved by Councillor R Pritchard and seconded by Councillor Dr S Peale)

7 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

8 PAY POLICY STATEMENT 2020

The Report of the Assistant Director People detailed Tamworth Borough Council's Pay Policy Statement so that statutory guidance as set out in S38 of the Localism Act is adhered to

RESOLVED That Committee

Approved the Pay Policy Statement 2020 to be presented to Full Council for adoption and publication in line with the Localism Act 2011

(Moved by Councillor R Pritchard and seconded by Councillor Dr S Peale)

9 DIVERSITY AND EQUALITY SCHEME 2020- 2024

The Report of the Assistant Director People provided and updated Diversity and Equality Scheme which gives assurance that systems or work streams are in place where required in order that Tamworth Borough Council embraces equality and diversity and remains compliant.

RESOLVED That Committee,

Endorsed the Diversity and Equality Scheme 2020 – 2024 and incorporated action plan and recommended it to Full Council (27th October 2020) for formal approval and publication.

(Moved by Councillor S Doyle and seconded by Councillor Dr S Peaple)

10 REQUEST TO APPOINT A TEMPORARY ENVIRONMENTAL HEALTH OFFICER

Report of the Assistant Director Regeneration and Development explained the requirement to appoint a qualified Environmental Health Officer. Due to the Covid 19 Pandemic Tamworth Borough Council are anticipating a surge in demand in the coming months and the need to urgently increase capacity within the Environmental Health Team. Staffordshire County Council has provided Tamworth Borough Council with £50,000 funding to temporarily boost the capacity of the Environmental Health Service and provide an Out of Hours Emergency Response.

This fund has already increased the hours of part time staff and implemented an out of hour's rota, the remainder of the funding from Staffordshire County Council purposes to employ a full time Environmental Health Officer for 7 months. Or if this is unsuccessful, to use an employment agency to appoint a full time Environmental Health Officer for a limited time period within the remaining budget

RESOLVED That Committee;

Approved the request to employ a temporary full time Environmental Health Officer (EHO) for 7 months. If the recruitment process for this post is unsuccessful permission is then sought to appoint a full time agency EHO for a limited time period within the remaining budget.

(Moved by Councillor S Doyle and seconded by Councillor Dr S Peaple)

11 HR POLICIES

The Head of HR updated members regarding the development of three HR policies; Domestic Abuse for Employees, Grievance and Probationary Periods

RESOLVED That Committee;

Approved the Domestic Abuse for Employees,
Grievance and Probationary Periods policies, for
immediate implementation

(Moved by Councillor S Doyle and seconded by Councillor D Cook)

12 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED that in accordance with the provisions of the Local Authorities (Executive Arrangements) (Meeting and Access to Information) (England) Regulations 2012, and Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during the consideration of the following business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1, 2, 3 and 4 of Part 1 of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

(Moved by Councillor J Oates and seconded by Councillor R Pritchard)

13 REDUCTION IN MAYORAL SUPPORT

The Committee received the report of the Executive Director Organisation regarding the reduction in Mayoral support

RESOLVED That Committee;

Approved the 3 recommendations within the report

(Moved by Councillor J Oates and seconded by Councillor D Cook)

Chair