

NON-CONFIDENTIAL



Borough of Tamworth

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APPOINTMENTS AND STAFFING COMMITTEE

4 September 2024

Dear Councillor

A meeting of the Appointments and Staffing Committee will be held in **Town Hall, Market Street, Tamworth on Thursday, 12th September, 2024 at 6.00 pm.** Members of the Committee are requested to attend.

Yours faithfully

A handwritten signature in black ink, appearing to read 'S. C. V.'.

Chief Executive

A G E N D A

NON CONFIDENTIAL

- 1 Apologies for Absence**
- 2 Minutes of the Previous Meeting (Pages 5 - 6)**
- 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

To consider excluding the Press and Public from the meeting by passing the following resolution:-

"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"

At the time this agenda is published no representations have been received that this part of the meeting should be open to the public.

5 Adaptations Team Staffing Structure (To Follow)

(Report of the assistant Director, Assets)

6 Tenants Voice Manager and Tenant & Leaseholder Analyst (Pages 7 - 20)

(Report of the Assistant Director, Neighbourhoods)

7 Policy and Performance Team (Pages 21 - 42)

(Report of the Executive Director Organisation, Deputy Chief Executive and Head of Paid Service)

Access arrangements

If you have any particular access requirements when attending the meeting, please contact Democratic Services on 01827 709267 or e-mail democratic-services@tamworth.gov.uk. We can then endeavour to ensure that any particular requirements you may have are catered for.

Filming of Meetings

The public part of this meeting may be filmed and broadcast. Please refer to the Council's Protocol on Filming, Videoing, Photography and Audio Recording at Council meetings which can be found [here](#) for further information.

If a member of the public is particularly concerned about being filmed, please contact a member of Democratic Services before selecting a seat.

FAQs

For further information about the Council's Committee arrangements please see the FAQ page [here](#)

To Councillors: C Dean, N Arkney, B Clarke, T Jay and J Oates.

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**MINUTES OF A MEETING OF THE
APPOINTMENTS AND STAFFING
COMMITTEE
HELD ON 12th JUNE 2024**

Present: Councillor C Dean (Chair), Councillors N Arkney, B Clarke and T Jay

The Following Officers were present: Rebecca Smeathers (Executive Director Finance (S151)), Zoe Wolicki (Assistant Director People) and Jackie Noble (Head of HR and OD)

1 APOLOGIES FOR ABSENCE

Apologies for absence was received from Councillor J Oates

2 APPOINTMENT OF THE VICE-CHAIR

Resolved That the Committee

Appointed Councillor N Arkney as the Vice Chair

(Moved by Councillor C Dean and seconded by Councillor B Clarke)

3 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 24th January 2024 were approved and signed as a correct record.

(Moved by Councillor C Dean and seconded by Councillor T Jay)

4 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

5 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED: That members of the press and public be now excluded from the meeting during consideration of the following item on the

grounds that the business involves the likely disclosure of exempt information as defined in Paragraphs 1 and/or 2 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended).

(Moved by Councillor B Clarke and seconded by Councillor N Arkney)

6 CUSTOMER SERVICES BUSINESS CASE

Resolved That the Committee

Approved the recommendation within the report

(Moved by Councillor B Clarke and seconded by N Arkney)

7 ADDITIONAL TEMPORARY RESOURCES FOR CORPORATE PLANNING

Resolved That the Committee

Approved the recommendation within the report

(Moved by Councillor T Jay and seconded by Councillor B Clarke)

8 SUMMARY OF HR CHANGES TO 31 MARCH 2024

This report details a summary of employment changes made to the Council's staffing structure by officers under the scheme of delegation and in line with prevailing policies. The time period is 1 October 2023 to 31 March 2024.

This report is for information only

Chair _____

By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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