



Borough of Tamworth

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APPOINTMENTS AND STAFFING COMMITTEE

18 February 2025

Dear Councillor

A meeting of the Appointments and Staffing Committee will be held in **Committee Room 1, Marmion House, Lichfield Street, Tamworth, B79 7BZ on Wednesday, 26th February, 2025 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 - 8)
- 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 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 Reassignment of function (Pages 9 - 18)

(Report of the Chief Executive)

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, J Oates and R Kingstone.

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**MINUTES OF A MEETING OF THE
APPOINTMENTS AND STAFFING
COMMITTEE
HELD ON 14th NOVEMBER 2024**

Present: Councillor C Dean (Chair), Councillors N Arkney (Vice-Chair) and B Clarke

The Following Officers were present: Hannah Peate (Assistant Director Environment, Culture and Wellbeing), Zoe Wolicki (Assistant Director People) and Jackie Noble (Head of HR and OD)

16 APOLOGIES FOR ABSENCE

There were no apologies for absence.

17 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 12th September 2024 were approved and signed as a correct record.

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

18 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

19 UPDATE TO CORPORATE HEALTH AND SAFETY POLICY

Report of the Portfolio Holder of Environmental Sustainability, Recycling and Waste to update members regarding the updated Corporate Health and Safety Policy September 2024.

RESOLVED: That

1. Appointments and Staffing Committee recommend to Cabinet that the policy is formally approved for immediate implementation.

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

20 APPOINTMENT OF TWO TEMPORARY 12-MONTH ACTIVE WELLBEING ENGAGEMENT OFFICER POSTS

Report of the Assistant Director Environment, Culture and Wellbeing to request permission from the Committee to create two temporary one-year Active Wellbeing Engagement Officer posts. The posts are funded via the Inclusive Communities Fund to increase engagement in activities to improve both physical and mental wellbeing. The posts will be instrumental in helping to address health inequity in the borough.

RESOLVED: That the committee

1. Approved the appointment of two grade E one-year fixed term Active Wellbeing Engagement Officer posts.

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

21 PAY POLICY 2024

Report of the Head of HR and OD to report details Tamworth Borough Council's Pay Policy Statement so that statutory guidance as set out in Section 38 of the Localism Act is adhered to.

RESOLVED: That the Committee

1. Approved the Policy Statement 2024 to be presented to full council for adoption and publication to the Council's website in line with the Localism Act 2011.

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

22 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 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)

23 SUMMARY OF HR CHANGES

Report of the Head of HR and Organisational Development to provide 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 period is 1 April 2024 to 30 September 2024.

The report is for information and oversight only.

Chair _____

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Agenda Item 5

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

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