



**MINUTES OF A MEETING OF THE  
APPOINTMENTS AND STAFFING  
COMMITTEE  
HELD ON 6th APRIL 2021**

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

The Following Officers were present: Anica Goodwin (Executive Director Organisation), Sarah McGrandle (Assistant Director Operations and Leisure), Anna Miller (Assistant Director – Growth & Regeneration), Matthew Fletcher (Head of Economic Development and Regeneration), Adey Ramsel (Theatre, Artistic and Events Manager), Tracey Pointon (Legal Admin & Democratic Services Manager) and Jodie Small (Legal, Democratic and Corporate Support Assistant)

**29 APOLOGIES FOR ABSENCE**

There were no apologies for absence

**30 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 4<sup>th</sup> March 2021 were approved and signed as a correct record.

*(Moved by Councillor S Peple and seconded by Councillor J Oates)*

**31 DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

**32 FUTURE HIGH STREETS FUND PROGRAMME TEAM**

Report of the Assistant Director Growth and Regeneration to agree new posts associated with the delivery of the Future High Street Fund programme of building works.

RESOLVED: That the Committee

1. Approved the creation of the following three posts:  
Programme Manager – Grade J + Market Supplement of £7.5k – 3 years min  
Project Officer – Grade G – 3 years min

Project Officer – Grade G – 2 years min

2. Authorised the Chief Executive to implement the changes and;
3. Agreed that in the first week of May 2021 the Future High Street Fund Board will email members of the Appointments and Staffing Committee with progress on the appointments of the posts.

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

### **33 TAMWORTH ASSEMBLY ROOMS RELAUNCH**

Report of Assistant Director Operations & Leisure and the Theatre Artistic and Events Manager to agree the new staffing structure to support the existing Arts & Events team, to enable the reopening of the Tamworth Assembly Rooms and Conferencing Centre and to deliver the full events programme for the Castle and outdoor events 2021/22.

RESOLVED: That the committee

1. Approved the proposed organisational structure for the Arts and Events Team (detailed at Appendix 1) and;
2. Delegated implementation of the new structure identified at Appendix 1 (including consultation) to the Executive Director Organisation.

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

**Chair** \_\_\_\_\_