



# **MINUTES OF A MEETING OF THE APPOINTMENTS AND STAFFING COMMITTEE HELD ON 21st JULY 2021**

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

The Following Officers were present: Anica Goodwin (Executive Director Organisation), Jo Hutchison (Democratic Services, Scrutiny and Elections Officer), Zoe Wolicki (Assistant Director People) and Jackie Noble (Head HR and Organisational Development)

## **1 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor S People and Councillor Dr S People attended as her substitute.

## **2 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 6 April 2021 were approved and signed as a correct record.

*(Moved by Councillor D Cook and seconded by Councillor Dr S People)*

## **3 DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

## **4 TEMPORARY GROWTH AND ENTERPRISE OFFICER**

The Report of the Assistant Director, Growth and Regeneration to agree an additional but temporary post of Growth and Enterprise Officer, associated with delivering specific projects around Street Trading Policy and Car Park Operations focused on income generating activities with designated targets and outputs was presented by the Assistant Director, People.

Two additional recommendations to those set out in the report were also moved and seconded, with all four recommendations carried.

**RESOLVED** That the Committee:

1. Approved the creation of an additional Growth and Enterprise Officer at Grade F, 3 days a week, temporary for 18 months
2. Authorised the Chief Executive to implement the changes
3. Agreed that any future pay award for the new role would be line with pay awards to all Borough staff

*(Moved by Councillor D Cook and seconded by Councillor Dr S Peuple)*

4. Delegated authority to the Leader of the Council and the Chief Executive to resolve any issues to support the required recruitment.

*(Moved by Councillor Dr S Peuple and seconded by Councillor D Cook)*

## **5 PAY POLICY STATEMENT 2021**

The Report of the Head of Human Resources and Organisational Development detailed Tamworth Borough Council's Pay Policy Statement so that statutory guidance as set out in S38 of the Localism Act was adhered to.

**RESOLVED** that the Committee approved the Pay Policy Statement 2021 to be presented to Full Council for adoption and publication in line with the Localism Act 2011.

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

## **6 SOCIAL MEDIA POLICY**

The Report of the Assistant Director People detailed the development of a Social Media Policy for employees, casual workers and contractors of Tamworth Borough Council which provided a framework for employees in their use of social media.

The Committee thanked Officers for their work in developing this policy.

**RESOLVED** that the Committee approved the Social Media Policy for employees, casual workers and contractors for immediate implementation.

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

## **7 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 / or 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 Dr S Peuple)*

## **8 SUMMARY OF HR CHANGES TO 31ST MARCH 2021**

The Report of the Head of Human Resources and Organisational Development detailed 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<sup>st</sup> April 2020 – 31<sup>st</sup> March 2021.

**RESOLVED** that the Committee:

1. Endorsed the Report and thanked senior management for their work during the year; and
2. Delegated authority to the Chair to consider the communication of relevant summary information to all councillors.

*(Moved by Councillor D Cook and seconded by Councillor Dr S Peuple)*

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