

KIDDERMINSTER TOWN COUNCIL
PUBLIC Minutes of the Staffing Committee of Kidderminster Town Council
held in the Kidderminster Room, Wyre Forest House
on Wednesday 28th February 2024 at 6:00pm

Present:

Councillors:

J. Smith (Chair), S. Rook, R. Bishop

In Attendance:

H. Peacocke, Chief Executive

At the outset of the meeting, the CEO thanked the members of the Staffing Committee who were involved in selecting him for the role for giving him the opportunity to serve as CEO to the Council and said that he would work hard to repay their vote of confidence in him.

16 **APOLOGIES FOR ABSENCE**

Councillor Helen Dyke.

17 **DECLARATIONS OF INTEREST**

Nil.

18 **MINUTES**

RESOLVED: That the minutes of the Staffing Committee meeting held on 6th December 2023 were a correct record and duly signed by the Chair.

19 **EXCLUSION OF THE PRESS AND PUBLIC**

RESOLVED: In terms of Schedule 12A, Local Government Act 1972, the following items will be likely to disclose exempt information relating to establishment and contractual matters and it is, therefore, **RESOLVED** that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded.

20. **Town Hall re-opening**

The meeting considered staffing arrangements for re-opening the Town Hall following the transformation project.

It was noted that Council agreed on 18th October 2023 to approve the Committee's proposed revised staffing structure in principle, subject to comments from HR being received.

RESOLVED: To request the Council's HR Consultants to advise on the Job descriptions required for the proposed restructure and the consultation required regarding any posts at risk or possible redundancies arising from such a restructure.

21. Staffing Matters

21. Employment contracts

Resolved: To approve amendments to the contracts of 2 employees of the Council

21.2 Training and Development

Resolved: To approve CiLCA training course for 2 employees of the Council.

Resolved: To reconsider this matter further after the Staffing review had been completed.

21.2 Employee support

Resolved: To approve payment towards Employee support

The business of the meeting concluded at 6.33 pm.