

## **Report of The Staffing Working Group**

A revised staffing structure was considered by Full Council at the 24 January 2017 Town Council meeting.

As it was not possible to formalise the appointment of a permanent Town Clerk, the Staffing Working Group Work was delegated the task of identifying an officer (either via a secondment or via existing partnerships/ networks) with the relevant experience and expertise to work with the Town Council in taking forward the Town Councils key strategic priorities.

The key tasks to be undertaken as part of this role would include: -

- Working with the Town Council on the Strategic Development of the Council
- Advising on Neighbourhood Planning
- Advising on the Regeneration of Royal Sutton Coldfield Town
- Taking forward discussions with Birmingham City Council (BCC) on service delegations/ asset transfers from BCC to the Town Council and the development of a Charter on joint working.

In order to ensure that this role can be undertaken, in a timely manner, by a person with the necessary relevant experience and expertise in these areas Council under the Agenda Item Staffing in Confidence Council will be considering the appointment of a consultant to work with the Town Council to move forward with its ambitious programme of work over the next 12 – 18 months.

We are pleased that at the January Full Council meeting, Council approved the appointment of Olive O' Sullivan to the role of permanent Deputy Clerk and that Olive will continue in the role of Acting Town Clerk, until such time as a permanent solution can be identified.

In January Council also resolved that a new post of Assistant Clerk would be created to take forward the shorter-term projects and day to day activities of the Council to enable the more senior post holders to work on the strategic longer term plans

Council approved that a candidate from the pool of applicants for the Deputy Town Clerk post with parish council experience and a CilCA qualification be interviewed by the Leader and Acting Town Clerk.

A possible candidate was identified from the pool of applicants from previous advertisements. However, the Staffing Working Group will not be recommending the appointment of this candidate and therefore it will be necessary for this post to be advertised.

The post will be advertised in due course via the Town Council's website.