

**MINUTES OF THE MEETING OF THE
STAFF SUB COMMITTEE MEETING
HELD IN ARDEN HALL,
CASTLE BROMWICH, ON MONDAY
9TH JANUARY 2017 AT 8.45 PM**

Those present:

- Chairman:** Councillor R Cupples
- Councillors:** Councillor W Horkan
Councillor Mrs Haywood
- Officers:** Councillor Horkan – Minute Taker
- Public:** None

ACTION

Members met at 6.00 pm. Cllr Mrs Shaikh did not attend and the Acting Clerk contacted Cllr Mrs Shaikh, who made her apologies. The Acting Clerk contacted the Reserve Member, Cllr Mrs Haywood who agreed to attend following a School Governor’s Meeting she was attending. At 8.45pm Cllr Mrs Haywood arrived and the Acting Clerk left.

1. Apologies for Absence

None.

2. Declarations of personal or other interests.

None declared.

3. Election of Chairman and Minute Taker.

The structure of the meeting was agreed.

a) Election of Chairman

ON THE PROPOSITION of Cllr Horkan, **SECONDED** by Cllr Mrs Haywood, **IT WAS RESOLVED:** that Cllr Cupples be elected Chairman of the Staff Sub Committee.

b) Election of Minute Taker.

ON THE PROPOSITION of Cllr Cupples, **SECONDED** by Cllr Mrs Haywood, **IT WAS RESOLVED:** that Cllr Horkan take the Minutes for the Meeting.

4. Questions from the Public.

None present.

5. Terms of Reference.

The terms of reference as approved by Full Council were communicated via the Chairman and accepted by the Sub Committee.

The Chairman proposed that the meeting move into confidential terms in accordance with the Council’s Standing Orders and this was agreed. The Chairman re-opened the meeting.

6. Consideration of grievances submitted by employees and recommendations of Employment Consultant.

Materials were distributed and read in relation to the grievance submitted by the former employee and **ON THE PROPOSITION** of Cllr Cupples, **SECONDED** by Cllr Mrs Haywood, **IT WAS RESOLVED** that the Recommendations contained in the Report distributed to members, are accepted and pursued herewith. For clarification, this specifically referred to Sections 53, 54 and 55 contained in the Report.

7. Correspondence received from former Employee.

This was communicated via the Chairman. It was agreed that the Chairman be appointed to liaise with the former employee.

8. Date of next meeting.

None Agreed. The Chairman closed the Meeting at 9.20pm.

