



## CLOSED SESSION MINUTES

Minutes of a Staffing Committee Meeting held in the Guildhall, Mill Street, Ludlow on **WEDNESDAY 10<sup>TH</sup> DECEMBER 2025** at 2.00 pm.

### **ST/71     APPRAISALS**

#### **RESOLVED ISB/KC (unanimous)**

That the current appraisal process is approved and is also considered during the efficiency review.

### **ST/72     RECRUITMENT UPDATE**

#### **RESOLVED ISB/DL (unanimous)**

That the appointments of AR and IP as Direct Labour Force Assistant Grounds Persons be ratified.

### **ST/73     RESOLVED DL/ISB (unanimous)**

That the commencement date of 15th December 2025 for the two Direct Labour Force Assistant Grounds Persons be noted.

### **ST/74     RESOLVED ISB/DL (unanimous)**

That, for the next recruitment cycle, the job description, application form and shortlisting criteria be aligned, and that as usual all associated papers be submitted to the Staffing Committee for approval prior to publication.

### **ST/75     STAFF TRAINING**

#### **RESOLVED ISB/DL (unanimous)**

That the annual training list for staff be noted.

**ST/76     H&S UPDATES**

**RESOLVED ISB/DL (unanimous)**

That the update on actions taken to manage Health & Safety in relation to the Council's activities be received.

**ST/77     EFFICIENCY REVIEW**

**RESOLVED ISB/DL (unanimous)**

That the first Efficiency Review Task & Finish Group meeting be set for either 2 pm on 15th January 2026 or during the working day on 16th January 2026, time to be confirmed depending on majority councillor availability.

The meeting closed at 3.08 pm.

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Chair

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Date