

**MINUTES AND REPORT OF THE EXTRAORDINARY STAFFING COMMITTEE
HELD ON 4 DECEMBER 2025**

- * Councillor S Downey – Vice Chair
- * Councillor Duce
- * Councillor Heagin – Chair
- * Councillor Holliday
- * Councillor Weightman
- 0 Councillor Follows (*ex officio*)

* Present # Absent & No Apology Received 0 Apology for Absence L Late

407. MINUTES

The Minutes of the Meeting held on 13 November 2025 were signed by the Chair as a correct record.

408. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

409. DISCLOSABLE PECUNIARY INTERESTS AND OTHER REGISTERABLE INTERESTS

Members made no declarations of interest in relation to any item on the agenda for this meeting, which is required to be disclosed by the Localism Act 2011 and the Godalming Members' Code of Conduct.

410. DATE OF NEXT MEETING

The next meeting of the Staffing Committee is scheduled to be held in the Council Chamber on Thursday, 12 February 2026 at 7.00pm or at the conclusion of the preceding Full Council meeting, whichever is later

411. ANNOUNCEMENTS

There were no announcements.

IN PURSUANCE OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 S.1(2), THE COMMITTEE RESOLVED TO EXCLUDE THE PUBLIC AND PRESS FROM THE MEETING AT THIS POINT PRIOR TO CONSIDERATION OF AGENDA ITEM(S) 6 BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED I.E STAFFING MATTERS.

412. POST MATERNITY LEAVE ARRANGEMENTS

The Committee received a confidential report outlining a range of potential options relating to post-maternity leave arrangements for a member of staff. Members noted the various models presented and considered the implications of each in terms of operational requirements, staffing structure, and the employee's statutory rights.

Having reviewed the options, the Committee agreed that no substantive decisions should be taken at this stage. Members felt that further clarity was required regarding the employee's intended working pattern upon return from maternity leave, as this would materially affect the viability of the different structural models set out in the report.

The Committee therefore requested that the CEO seek formal clarification from the employee on the anticipated return arrangements to enable Members to assess which options may be appropriate to progress. Members also asked that interim service continuity requirements continue to be monitored and managed as necessary.