

**MINUTES
APPOINTMENTS AND CONDITIONS OF SERVICE COMMITTEE**

Wednesday 8 December 2021

Councillor John Clarke (Chair)

Councillor Michael Payne	Councillor Bob Collis
Councillor Michael Adams	Councillor Marje Paling
Councillor Sandra Barnes	Councillor Martin Smith

Absent: Councillor Sam Smith

Officers in Attendance: M Hill, D Archer and B Hopewell

6 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillor Sam Smith. Councillor Martin Smith attended as substitute.

7 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 6 OCTOBER 2021

RESOLVED:

That the minutes of the above meeting, having been circulated, be approved as a correct record.

8 DECLARATION OF INTERESTS.

None.

9 PAY POLICY STATEMENT 2022-23

The Head of HR, Performance and Service Planning introduced a report setting out the 2022/23 Pay Policy Statement.

RESOLVED to:

- 1) Approve the proposed Pay Policy Statement and method of implementation at Appendix 1 to the report; and
- 2) Recommend the Pay Policy Statement to Council for adoption and for subsequent publication on the Council's website.

10 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

11 EXCLUSION OF PRESS AND PUBLIC

RESOLVED:

That, the Members being satisfied that the public interest in maintaining the exemption outweighs the public interest in disclosing the information that under Section 100(a)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during the consideration of the ensuing report on the grounds that the report involves the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12a of the Local Government Act 1972.

12 DIRECTOR'S PAY 2021

The Head of HR, Performance and Service Planning introduced a report, which was circulated in advance of the meeting, seeking views in order to inform the decision of the Chief Executive in relation to the performance element of pay for the Director of Corporate Resources.

RESOLVED:

To note the comments of the Committee in order for the Chief Executive to make a decision on relation to the placement within the pay band as described by the relevant Pay Policy

13 ANNUAL PERFORMANCE REVIEW OF THE CHIEF EXECUTIVE

The Head of HR, Performance and Service Planning introduced a report, which was circulated in advance of the meeting, to start the process for the annual performance review of the Chief Executive.

RESOLVED to:

- 1) Determine the appropriate action relating to pay progression for the Chief Executive; and
- 2) Authorise the Leader, Deputy Leader and Opposition Leader to deliver feedback to the Chief Executive, in accordance with the pay policy shown at Appendix 1, and to implement any actions arising from the content of the feedback.

The meeting finished at 12.00 pm

Signed by Chair:
Date: