

**MINUTES
APPOINTMENTS AND CONDITIONS OF SERVICE COMMITTEE**

Monday 19 October 2026

Councillor John Clarke (Chair)

Councillor Paul Hughes
Councillor Marje Paling
Councillor Viv McCrossen

Councillor David Ellis
Councillor Rachael Ellis

Absent: Councillor Michael Adams

Officers in Attendance: M Hill, J Lovett and L Squires

70 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies for absence were received from Councillor Pearson with Councillor Rachel Ellis acting as substitute.

71 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 17.06.26

RESOLVED:

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

72 DECLARATION OF INTERESTS

None.

73 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT

None.

74 EXCLUSION OF PRESS AND PUBLIC

That, under the provisions of Section 100(A)(4) of the Local Government Act 1972 the public and press were excluded from the meeting during consideration of item 8 on the grounds that the following reports involve the likely disclosure of exempt information as defined in Part 4 of Schedule 12A of the Local Government Act 1972.

75 CONTRACT AND HR POLICY CHANGES

The Assistant Director of Workforce presented a report, which had been circulated prior to the meeting, to seek approval from the Committee to implement the revisions to the contract of employment and HR policies.

Councillor David Ellis made comment:

- To replace the word 'Company' to organisation in Garden leave policy and other references where this appears. E.g. Company References policy. This is to be changed to Employer References Policy.

The Assistant Director of Workforce replied to a request from unison:

- That where staff are paid in lieu of notice the Council accepts the request from UNISON to ensure that staff on Universal Credit are not disadvantaged where the lump sum payments could impact on their entitlements.

RESOLVED to:

1. Acknowledge the feedback from the consultation period which was launched by this Committee on 17th June 2026 for the introduction of Pay In Lieu of Notice and Garden Leave clauses to the contract of employment, plus additional wording to support the early termination of temporary contracts. Consultation was closed by the Joint Consultative and Safety Committee on 25th August 2026.
2. Acknowledge the feedback from the consultation period which was launched by the Head of Paid Service on the revisions to HR Policies and closed by the Joint Consultative and Safety Committee on 25th August 2026.

76

AUTHORITY TO COMMENCE A FORMAL CONSULTATION PROCESS - SENIOR MANAGEMENT TEAM RE-ORGANISATION

The Chief Executive presented a report, which had been circulated prior to the meeting, to introduce proposals for the reorganisation of the Council's Senior Management Team structure and to seek authority to commence formal consultation.

RESOLVED to:

1. Support the proposals for changes to the Council's Senior Management Team structure as detailed in the report proposals, noting that they are self-financing.
2. Authorise commencement of a formal consultation process comprising consultation with affected employees and recognised trade unions and a closure of consultation at a meeting of the Joint Consultative and Safety Committee (JCSC).

3. Ask that the results of the consultation exercise are brought back to this Committee for consideration to inform the Committee's decision in relation to the implementation of a revised Senior Management Team structure.
4. Recognise that once the structure has been determined then this Committee will also be responsible for appointment to the new JNC Chief Officer posts through the methods identified in the proposals of this report.
5. Approve the creation of a new pay grade to be applied to the post of Deputy Chief Executive & Monitoring Officer, based on Chief Executive x 85%.

The meeting finished at 10.45 am

Signed by Chair:
Date: