

Agenda

Appointments and Conditions of Service Committee

Date: **Monday 19 October 2026**

Time: **10.00 am**

Place: **Council Chamber**

For any further information please contact:

Democratic Services

committees@gedling.gov.uk

0115 901 3844

Appointments and Conditions of Service Committee

Membership

Chair Councillor John Clarke

Vice-Chair Councillor Lynda Pearson

Councillor Michael Adams
Councillor Paul Hughes
Councillor Marje Paling
Councillor Viv McCrossen
Councillor David Ellis

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Responsibility of committee:

- 1) To conduct the process of appointment, dismissal or taking disciplinary action in respect of the Chief Executive and Head of Paid Service and make recommendations to full Council in relation to appointment and dismissal.
- 2) Power to suspend the Chief Executive pending an investigation and to appoint an independent investigator to conduct an investigation in relation to allegations concerning the Chief Executive.
- 3) To determine appropriate disciplinary action, short of dismissal, in respect of the Head of Paid Service.
- 4) To appoint Statutory Chief Officers and non-Statutory Chief Officers.
- 5) To dismiss or take disciplinary action in respect of Chief Officers, other than the Head of Paid Service, Monitoring Officer or Chief Financial Officer.
- 6) To conduct the process of dismissal or taking disciplinary action in respect of the Monitoring Officer or Chief Financial Officer. To determine appropriate disciplinary action, short of dismissal, and make recommendations to full Council in relation to dismissal.
- 7) To approve corporate employment policies which form the terms and conditions of Council employees and determine the standard terms and conditions on which employees hold office including procedures for disciplinary action and dismissal.

- 8) To appoint Proper Officers, other than where such appointment is reserved to full Council.
- 9) To designate an Officer as Chief Financial Officer.
- 10) To designate an Officer as Head of Paid Service and to ensure the provision of sufficient staff and other resources.
- 11) To designate an Officer as Monitoring Officer and to ensure the provision of sufficient staff and other resources.
- 12) To provide staff and other resources to a person nominated by the Monitoring Officer.
- 13) To approve any proposals for significant restructuring of the Council's management structure proposed by the Chief Executive.
- 14) To approve any proposals from the Chief Executive for any changes to salary levels (including ranges of salaries) for the Chief Executive and Chief Officers.

AGENDA

Page

- 1 **Apologies for absence and substitutions**
- 2 **To approve, as a correct record, the minutes of the meeting held on 17.06.26** 5 - 7
- 3 **Declaration of interests**
- 4 **Any other item which the Chair considers urgent**
- 5 **Exclusion of Press and Public**
That, under the provisions of Section 100(A)(4) of the Local Government Act 1972 the public and press be excluded from the meeting during consideration of item 8 on the grounds that the report involves the likely disclosure of exempt information as defined in Part 4 of Schedule 12A of the Local Government Act 1972
- 6 **Contract and HR Policy Changes** 9 - 52
Report of the Assistant Director of Workforce
- 7 **Authority to commence a formal consultation process - Senior management Team re-organisation** 53 - 86
Report of the Chief Executive

MINUTES APPOINTMENTS AND CONDITIONS OF SERVICE COMMITTEE

Wednesday 17 June 2026

Councillor John Clarke (Chair)

Councillor Jenny Hollingsworth	Councillor Marje Paling
Councillor Michael Adams	Councillor David Ellis
Councillor Paul Hughes	Kathryn Fox

Absent:

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

62 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillor Viv McCrossen, with Councillor Kathryn Fox acting as substitute.

63 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 18.03.26

RESOLVED:

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

64 DECLARATION OF INTERESTS.

None.

65 EXCLUSION OF PRESS AND PUBLIC

Exclusion of the press and public. To move that under Section 100(A)(4) of the Local Government Act 1972 the public and press be excluded from the meeting during consideration of the ensuing report on the grounds that the report involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

66 PROPOSED CHANGES TO EMPLOYEES' CONTRACTS OF EMPLOYMENT

The Assistant Director of Workforce introduced a report, which having been circulated prior to the meeting, sought approval to add additional clauses to Gedling Borough Council's Contracts of employment which would give management greater flexibility which managing exits and to approve minor changes to update the contract for relevance.

RESOLVED:

The Appointments and Conditions of Service Committee agreed the proposed changes to contracts of employment which launched the consultation process:

1. Introduction of Pay In Lieu of Notice clause
2. Introduction of Garden Leave clause
3. Additional wording to support early termination of temporary contracts
4. The acceptance of minor changes to include legislative updates and removal of reference to a 'full statement' and instead signposting of policies that can be found in the Staff Handbook.

67 EMPLOYMENT RIGHTS ACT 2025

The Assistant Director of Workforce circulated a presentation prior to the meeting, to update the committee on the Employment Rights Act 2025.

RESOLVED:

1. Committee noted the presentation on the new legislation.

68 DIRECTORS PAY ASSESSMENT

The Chief Executive introduced a report, which having been circulated prior to the meeting, recommended to report to the Chief Executive, to ask for views of the Committee to inform the decision of the Chief Executive in relation to the performance element of pay for the Director of Place.

RESOLVED:

Members were unanimous in their decision, based on the performance of the Director of Place, to support the CEO's decision in progressing the Director of Place pay to the top of the pay grade from 1st April 2026.

69 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 11.00 am

Signed by Chair:
Date:

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By virtue of paragraph(s) 2,4 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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