

**MINUTES  
APPOINTMENTS AND CONDITIONS OF SERVICE COMMITTEE**

**Tuesday 19 December 2017**

Councillor John Clarke (Chair)

Councillor Michael Payne	Councillor Marje Paling
Councillor Chris Barnfather	Councillor Colin Powell
Councillor Bob Collis	

Apologies for absence: Councillor Michael Adams

Officers in Attendance: D Archer, L Parnell and J Robinson

**7 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.**

Apologies for absence were received from Councillor Adams.

**8 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 15 SEPTEMBER 2017.**

**RESOLVED:**

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

**9 DECLARATION OF INTERESTS.**

None.

**10 PAY POLICY STATEMENT**

The Service Manager, Organisational Development, presented a report, which had been circulated prior to the meeting, seeking approval of the proposed Pay Policy Statement and method of implementation and referral to Council for adoption and publication.

**RESOLVED to:**

1. Approve the Pay Policy Statement and method of implementation subject the an amendment to paragraph 4.1.2 to read “The pay scale for the Chief Executive was last **formally** reviewed in August 2011”; and
2. Recommend its referral to, and adoption by, Council for subsequent publication on the Council’s website.

**11 MECHANISM TO BETTER INFORM POLICY DEVELOPMENT**

The Chief Executive presented the report, which had been circulated prior to the meeting, seeking Members' views about establishing a mechanism to enable committee to better inform policy development.

**RESOLVED to:**

1. Consult the Appointment and Conditions of Service Committee, for in principle agreement, on draft policies prior to consultation at the Joint Consultative and Safety Committee.

**12 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.**

None.

**13 EXCLUSION OF THE PRESS AND PUBLIC.**

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 reports on the grounds that the report involves the likely disclosure of exempt information as defined in Paragraph 4 of Part 1 of Schedule 12A of the Local Government Act 1972.

**14 STAND-BY AND CALL OUT POLICY REVIEW**

The Chief Executive presented a report, which had been circulated prior to the meeting, reporting feedback from the Joint Consultative and Safety Committee in order to inform the decisions of this committee in respect to implementation of the change to policy.

**RESOLVED to:**

1. Adopt the revised Stand-by and Call Out Policy.
2. Confirm the implementation date of these new arrangements to be with immediate effect

The meeting finished at 4.55 pm

Signed by Chair:  
Date: