

REMUNERATION COMMITTEE

MINUTES of the meeting held on Friday, 5 September 2025 commencing at 3.30 pm and finishing at 4.00 pm

Present:

Voting Members: Councillor Liz Leffman – in the Chair

Councillor Neil Fawcett (Deputy Chair)
Councillor Liz Brighthouse OBE
Councillor Andy Graham
Councillor James Robertshaw

Officers:

Whole of meeting Anita Bradley, Director of Law and Governance and Monitoring Officer; Janet Cox, Interim Head of Operations; Colm Ó Caomhánaigh, Democratic Services Manager

The Committee considered the matters, reports and recommendations contained or referred to in the agenda for the meeting and decided as set out below. Except as insofar as otherwise specified, the reasons for the decisions are contained in the agenda and reports, copies of which are attached to the signed Minutes.

22/25 APOLOGIES FOR ABSENCE AND TEMPORARY APPOINTMENTS

(Agenda No. 1)

Councillor Gareth Epps, who was online, participated in discussions with the agreement of the Chair but, as he was not present in the room, did not vote.

23/25 DECLARATIONS OF INTEREST - SEE GUIDANCE NOTE

(Agenda No. 2)

There were no declarations of interest.

24/25 MINUTES

(Agenda No. 3)

The minutes of the meeting held on 9 July 2025 were approved as an accurate record and signed by the Chair.

25/25 PETITIONS AND PUBLIC ADDRESS

(Agenda No. 4)

There were none.

26/25 ESTABLISHMENT OF REMUNERATION SUB-COMMITTEES

(Agenda No. 5)

The Committee considered a report proposing the establishment of two sub-committees – a disciplinary sub-committee and an appeals sub-committee.

The Director of Law and Governance and Monitoring Officer summarised the report. It was proposed that the two sub-committees should be established in the event that they are required. Three members of the Remuneration Committee should form the membership of the disciplinary sub-committee and the other three members should form the membership of the appeals sub-committee to ensure a separation of roles.

Members asked for clarification on a number of points. The Director of Law and Governance and Monitoring Officer responded as follows:

- The quorum for both sub-committees will be three. It is important that all are in attendance for all discussions.
- Each sub-committee will elect a Chair at its first meeting.
- Meetings will commence in public but will then go into private session to discuss the report which will be exempt, given the nature of the item.
- If an item is not completed in one sitting, the sub-committee will adjourn and reconvene on an agreed date to continue with just that item.
- Training can be refreshed when needed. It is provided by South East Employers.
- It will not be possible to provide substitutes in the normal way. Any substitute would have to complete the relevant training. Officers will give further consideration to this point.

The Chair moved the recommendations from the report and proposed membership of the sub-committees. This was agreed.

RESOLVED

to:

- a) **establish a Disciplinary Sub-Committee;**
- b) **establish an Appeals Sub-Committee;**
- c) **appoint three Councillors from the Remuneration Committee to be the members of the Disciplinary Sub-Committee: Councillors Brighouse, Epps and Leffman;**
- d) **appoint a different three Councillors from the Remuneration Committee to be the members of the Appeals Sub-Committee: Councillors Fawcett, Graham and Robertshaw.**

27/25 EXEMPT MINUTES

(Agenda No. 6)

RESOLVED: that the public be excluded for the duration of item 6 since it is likely that if they were present during that item there would be disclosure of exempt information as defined in Part I of Schedule 12A to the Local Government Act 1972 (as amended) and specified below in relation to those items and since it is considered that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

The exempt minutes of the meeting held on 9 July 2025 were approved as an accurate record and signed by the Chair.

..... in the Chair

Date of signing