



## Senior Appointments and Pay Committee agenda

Date: Thursday 12 October 2023

Time: 2.00 pm

Venue: The Paralympic Room, Buckinghamshire Council, Gatehouse Road, Aylesbury  
HP19 8FF

### Membership:

T Butcher, J Chilver (Vice-Chairman), Cllr A Macpherson, S Morgan, M Tett (Chairman),  
G Williams and S Wilson

| <b>Agenda Item</b>  | <b>Page No</b> |
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| <b>1 Apologies for Absence</b>  |                |
| <b>2 Declarations of Interest</b>   |                |
| <b>3 Minutes of the last meeting</b><br>To agree the minutes of the meeting held on 13 July 2023.   | <b>3 - 4</b>   |
| <b>4 Exclusion of the Public</b><br>To exclude the press and public from the meeting for the following agenda items pursuant to paragraph 4 of Part 1 of the Local Government (Access to Information) (Variation) Order 2006. |                |
| <b>5 Confidential minutes of the last meeting</b><br>To agree the confidential minutes of the meeting held on 13 July 2023.   | <b>5 - 8</b>   |
| <b>6 Pay Review Timetable for 2024</b>  | <b>9 - 18</b>  |
| <b>7 Date of next meeting</b><br>9 November 2023.   |                |

If you would like to attend a meeting, but need extra help to do so, for example because of a disability, please contact us as early as possible, so that we can try to put the right support in place.

For further information please contact: Sally Taylor on 01296 531024, email [democracy@buckinghamshire.gov.uk](mailto:democracy@buckinghamshire.gov.uk).



## Senior Appointments and Pay Committee minutes

Minutes of the meeting of the Senior Appointments and Pay Committee held on Thursday 13 July 2023 in The Paralympic Room, Buckinghamshire Council, Gatehouse Road, Aylesbury HP19 8FF, commencing at 2.34 pm and concluding at 3.10 pm.

### Members present

T Butcher, J Chilver (Vice Chairman), A Macpherson, S Morgan, M Tett (Chairman) and S Wilson

### Others in attendance

S Keyes, S Murphy-Brookman, R Shimmin, S Taylor and J Whiteley

### Agenda Item

#### **1 Apologies for Absence**

Apologies for absence were received from Councillor Gareth Williams. Councillor Susan Morgan had replaced Councillor Anders Christensen and the Chairman and committee members welcomed Susan to the committee.

#### **2 Declarations of Interest**

There were no declarations of interest.

#### **3 Minutes of the last meeting**

**Resolved:** The minutes of the meetings held on 14 and 22 June 2023 were discussed and would be published shortly after the meeting.

#### **4 Exclusion of the Public**

**Resolved:** To exclude the press and public from the meeting for the following agenda items pursuant to paragraph 4 of Part 1 of the Local Government (Access to Information) (Variation) Order 2006.

#### **5 Confidential minutes of the last meeting**

**Resolved:** The confidential minutes of the meetings held on 14 and 22 June 2023 were discussed and would be published shortly after the meeting.

#### **6 Adult Learning Tutor Pay Review**

Members considered the information in the report during the confidential part of the meeting.

**Resolved:** The Senior Appointments and Pay Committee **agreed** a pay award for Adult Learning Tutors from 1 August 2023 which was equivalent to the pay award given to Corporate Services employees of:

- £2,300 lump sum increase applied to equivalent annual pay rates up to £46,000 per annum.
- A 5% increase applied to equivalent annual pay rates of £46,001 and over.

**7 Pay Policy Statement**

The Chairman advised that it was a statutory function for the Senior Appointments and Pay Committee to approve the Council's Pay Policy Statement (PPS) before it went to the full council meeting on 20 September 2023 for agreement.

**Resolved:** The Senior Appointments and Pay Committee **approved** the Council's Pay Policy Statement for 2023/24 with the proviso that the updated Statement be circulated to the committee as agreed during the confidential discussion.

**8 Senior Post Approval**

Members considered the information in the report during the confidential part of the meeting.

**Resolved:** The Senior Appointments and Pay Committee **considered** the information provided in the report and **agreed** the request for a permanent service director post in Adult Social Care.

**9 CEO Verbal Update (if required)**

This item was not required.

**10 Date of next meeting**

13 September 2023

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