

# SOUTHEND-ON-SEA CITY COUNCIL

## Meeting of Appointments and Disciplinary Committee

**Date: Tuesday, 18th February, 2025**  
**Place: Committee Room 3 - Civic Suite**

**Present:** Councillor D Cowan (Chair)  
Councillors P Collins, J Courtenay, M O'Connor, L Salter and M Terry

**In Attendance:** C Ansell, S Zeiss, R Harris and S Putt

**Start/End Time:** 4.00pm - 4.30pm

### 11 Apologies for Absence

Apologies for absence were received from Councillor D Richardson (no substitute).

### 12 Declarations of Interest

All officers present declared an interest in Minute 13 (Pay Policy Statement 2025/26).

### 13 Pay Policy Statement 2025/26

The Committee considered a report of the Executive Director (Strategy and Change) presenting the Annual Pay Policy Statement for 2025/26.

The Committee discussed the matter and agreed a number of minor amendments to the report and appendices, set out below:

- Amend paragraph 11 (Consultation) of the report to refer to the rewards policy.
- Remove the reference to Senior Managers Pay Panel and replace with Senior Appointments and Disciplinary Committee in appendix A (Pay Policy Statement).
- Amend the wording around discretionary payments.
- Change the term 'ex-gratia' to 'additional payments' in paragraph 7(d).
- Amend paragraph 6 (Delegated Authority) to refer to the relevant section of the new constitution (Part 7, Section 8, Appendix 1).

Resolved:

That, subject to the minor amendments listed above, the Council be recommended to approve the Annual Pay Policy Statement for 2025/26.

**Chair:** \_\_\_\_\_