

Meeting: **Personnel Committee**  
Date: **21 September 2023**  
Time: **5.00 pm**  
Place: **Council Chamber - Civic Centre Folkestone**

To: **All members of the Personnel Committee**

The Committee will consider the matters listed below at the date, time and place shown above. The meeting will be open to the press and public.

Members of the Committee who wish to have information on any matter arising on the agenda which is not fully covered in these papers are requested to give notice prior to the meeting to the Chairman or appropriate officer.

This meeting will be webcast live to the council's website at <https://folkestone-hythe.public-i.tv/core/portal/home>.

Please note there will be 37 seats available for members of the public, which will be reserved for those speaking or participating at the meeting. The remaining available seats will be given on a first come, first served basis.

1. **Apologies for Absence**
2. **Declarations of Interest (Pages 3 - 4)**

Members of the Council should declare any interests which fall under the following categories:

- a) disclosable pecuniary interests (DPI);
- b) other significant interests (OSI);
- c) voluntary announcements of other interests.

3. **Minutes (Pages 5 - 8)**

### **Queries about the agenda? Need a different format?**

Contact Jemma West – 01303 853495  
Email: [committee@folkestone-hythe.gov.uk](mailto:committee@folkestone-hythe.gov.uk) or download from our  
website  
[www.folkestone-hythe.gov.uk](http://www.folkestone-hythe.gov.uk)

To consider and approve, as a correct record, the minutes of the meeting held on 20 July 2023.

4. **Exclusion of the Public**

**To exclude the public for the following item of business on the grounds that it is likely to disclose exempt information, as defined in paragraphs 1 and 4 of Part 1 of Schedule 12A to the Local Government Act 1972 –**

**‘Information relating to any individual.’**

**‘Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.’**

**Part 2 – Exempt Information Item**

5. **Senior Management Restructure (Pages 9 - 20)**

This report provides details of a senior management restructure at the council. It seeks the committee’s support for the new arrangements for managing the council and approval to move ahead with the proposals.

6. **Review of Senior Management Pay & Grading (Pages 21 - 38)**

This report presents a review of the Council’s current pay and grading arrangements along with a proposal to ensure that the Council is positioned to remain competitive in attracting and retaining talented officers now and in future years.

7. **Pay Award 2024-25**

To receive a verbal update from Chief HR Officer at the meeting