



GOVERNANCE COMMITTEE

WEDNESDAY, 24 SEPTEMBER 2025

12.30 PM, OR AT THE CONCLUSION OF CABINET, WHICHEVER IS LATER, IN THE COUNCIL CHAMBER, COUNTY HALL, LEWES

MEMBERSHIP - Councillor Keith Glazier, OBE (Chair)
Councillors Nick Bennett, Bob Bowdler, Chris Collier, Johnny Denis and David Tutt

A G E N D A

1. Minutes of the meeting held on 27 August 2025 (*Pages 3 - 4*)
2. Apologies for absence
3. Disclosures of interests
Disclosures by all members present of personal interests in matters on the agenda, the nature of any interest and whether the member regards the interest as prejudicial under the terms of the Code of Conduct.
4. Urgent items
Notification of items which the Chair considers to be urgent and proposes to take at the appropriate part of the agenda. Any members who wish to raise urgent items are asked, wherever possible, to notify the Chair before the start of the meeting. In so doing, they must state the special circumstances which they consider justify the matter being considered urgent.
5. Amendment to the Constitution - Access to Information Procedure Rules (*Pages 5 - 18*)
Report by the Deputy Chief Executive
6. Appointment to Outside Bodies (*Pages 19 - 22*)
Report by the Deputy Chief Executive
7. LMG Managers Pay 2025/26 (*Pages 23 - 26*)
Report by the Chief Operating Officer
8. Chief Executive, Chief Officers' and Deputy Chief Officers' Pay 2025/26 (*Pages 27 - 32*)
Report by the Assistant Director, Human Resources and Organisational Development
9. Any other items previously notified under agenda item 4

PHILIP BAKER
Deputy Chief Executive
County Hall, St Anne's Crescent
LEWES BN7 1UE

16 September 2025

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GOVERNANCE COMMITTEE

MINUTES of a meeting of the Governance Committee held in the Council Chamber, at County Hall, Lewes on 27 August 2025.

PRESENT: Councillors Keith Glazier, OBE (Chair), Nick Bennett, Bob Bowdler, Chris Collier, Johnny Denis and David Tutt.

ALSO PRESENT Councillors Colin Belsey, and Penny di Cara.

17. MINUTES OF THE MEETING HELD ON 15 JULY 2025

17.1 RESOLVED – that the minutes of the previous meeting of the Committee held on 15 July 2025 be confirmed and signed as a correct record.

18. REPORTS

18.1 Copies of the reports referred to below are included in the minute book.

19. LMG MANAGERS PAY 2025/26

19.1 The Committee considered a report by the Chief Operating Officer regarding the pay award for Local Managerial Grade (LMG) Managers for 2025/26.

19.2 The Committee RESOLVED to agree the pay offer for LMG Managers for the financial year 2025/26 to mirror the national (NJC) award, as set out in paragraphs 2.5 and 2.6 of the report.

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Report to: Governance Committee

Date of meeting: 24 September 2025

By: Deputy Chief Executive

Title: Amendment to the Constitution – Access to Information Procedure Rules

Purpose: To consider amendments to Part 4 (Rules of Procedure) of the Council's Constitution to update the Access to Information Procedure Rules regarding the Forward Plan in line with current legislation.

RECOMMENDATION:

The Governance Committee is recommended to recommend the County Council to agree to amend the Constitution as set out in Appendix 1 of this report.

1. Background Information

1.1. The Constitution sets out a requirement to publish an annual notice regarding the Forward Plan in at least one newspaper circulating in the area of the local authority. This requirement stems from legislation that has been repealed and as such this provision is not necessary and serves no practical purpose.

1.2. The Leader of the County Council continues to prepare a Forward Plan which is published on the [Council's website](#) on the last working day of the month detailing decisions including Key Decisions to be taken in the forthcoming 4 months in accordance with Regulations.

2. Supporting Information

2.1. Proposed amendments to the Constitution are set out at Appendix 1 of this report.

3. Conclusion and Reason for Recommendation

3.1. The Constitution is kept under review, and the most recent review has identified an out-of-date requirement which is no longer required and serves no practical purpose, and which it is therefore recommended be deleted.

3.2. This recommended amendment to the Constitution will not alter or affect the contents of or the way in which the Forward Plan is published which will continue to comply with legal requirements.

PHILIP BAKER
Deputy Chief Executive

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BACKGROUND DOCUMENTS:

None

(2) Access to Information Procedure Rules

1. SCOPE

These rules apply to all meetings of the Council, overview and scrutiny committees, Audit Committee, area committees (if any), the Standards Committee and regulatory committees and public meetings of the Leader, Cabinet and individual Cabinet Members (together called meetings).

2. ADDITIONAL RIGHTS TO INFORMATION

These rules do not affect any more specific rights to information contained elsewhere in this Constitution or the law.

3. RIGHTS TO ATTEND MEETINGS

Members of the public may attend all meetings subject only to the exceptions in these rules.

4. NOTICES OF MEETING

The Council will give at least five clear working days notice of any meeting by posting details of the meeting at County Hall, Lewes, East Sussex (the designated office).

5. ACCESS TO AGENDA AND REPORTS BEFORE THE MEETING

The Council will make copies of the agenda and reports open to the public available for inspection at the designated office at least five clear working days before the meeting, subject to any exceptions provided in the legislation. Where a meeting is convened at shorter notice, a copy of the agenda and associated reports shall be available for inspection from the time the meeting is convened. Where an item is added to the agenda later, the revised agenda, and any report shall be made available to the public when the item is added to the agenda. Save that there is no requirement for a copy of an agenda, item or report to be available for inspection by the public until a copy is available to members of the decision-making body.

6. SUPPLY OF COPIES

The Council will supply copies of:

- (a) any agenda and reports which are open to public inspection;
- (b) any further statements or particulars necessary to indicate the nature of the items in the agenda; and

- (c) (if the proper officer thinks fit), any other documents supplied to councillors in connection with an item to any person on payment of a charge for postage and any other costs.

7. ACCESS TO MINUTES ETC AFTER THE MEETING

The Council will make available copies of the following for six years after a meeting:

- (a) the minutes of the meeting [or records of decisions taken, together with reasons], excluding any part of the minutes of proceedings when the meeting was not open to the public or which disclose exempt or confidential information;
- (b) a summary of any proceedings not open to the public where the minutes open to inspection would not provide a reasonably fair and coherent record;
- (c) the agenda for the meeting; and
- (d) reports relating to items when the meeting was open to the public.

8. BACKGROUND PAPERS

8.1 List of background papers

The proper officer will set out in every report a list of those documents (called background papers) relating to the subject matter of the report which in his/her opinion:

- (a) disclose any facts or matters on which the report or an important part of the report is based; and
- (b) which have been relied on to a material extent in preparing the report but does not include published works or those which disclose exempt or confidential information (as defined in Rule 10) or in respect of Cabinet reports, the advice of a political adviser.

8.2 Public inspection of background papers

The Council will make available for public inspection for four years after the date of the meeting one copy of each of the documents on the list of background papers.

9. SUMMARY OF PUBLIC'S RIGHTS

A written summary of the public's rights to attend meetings and to inspect and copy documents must be kept at and available to the public at County Hall, Lewes, East Sussex.

10. EXCLUSION OF ACCESS BY THE PUBLIC TO MEETINGS

10.1 Confidential information - requirement to exclude public

The public must be excluded from meetings whenever it is likely in view of the nature of the business to be transacted or the nature of the proceedings that confidential information would be disclosed.

10.2 Exempt information - discretion to exclude public

The public may be excluded from meetings whenever it is likely in view of the nature of the business to be transacted or the nature of the proceedings that exempt information would be disclosed.

Where the meeting will determine any person's civil rights or obligations, or adversely affect their possessions, Article 6 of the Human Rights Act 1998 establishes a presumption that the meeting will be held in public unless a private hearing is necessary for one of the reasons specified in Article 6.

10.3 Meaning of confidential information

Confidential information means information given to the Council by a Government Department on terms which forbid its public disclosure or information which cannot be publicly disclosed by Court Order.

10.4 Meaning of exempt information

Exempt information means information falling within the following categories as set out in Part 1 of Schedule 12A of the Local Government Act 1972 (subject to any condition):

Category	Condition
1. Information relating to any individual	
2. Information that is likely to reveal the identity of an individual	
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Information within category 3 is not exempt if it must be registered under various statutes, such as the Companies Act or Charities Act as set out in paragraph 8 of Schedule 12A of

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	the Local Government Act 1972 (as amended). Financial or business affairs includes contemplated as well as past or current activities.
4. Information relating to any 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.	Information within category 4 is only exempt if and for so long as its disclosure to the public would prejudice the authority in those or any other consultations or negotiations in connection with a labour relations matter. "Labour relations matters" are as specified in paragraphs (a) to (g) of section 218 of the Trade Unions and Labour Relations Act 1992, i.e. matters which may be the subject of a trade dispute.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.	
6. Information which reveals that the authority proposes: (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) to make an order or direction under any enactment	Information within category 6 is exempt only while disclosure might give an opportunity to a person affected by the notice, order direction to defeat the purpose for which the notice, order or direction is to be given or made.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.	

10.5 Information falling within any of categories 1-7 is not exempt by virtue of that paragraph if it relates to proposed development for which the local planning authority can grant itself planning permission under Regulation 3 of the Town and Country Planning General Regulations 1992.

10.6 Information which falls within any of categories 1 to 7 above and which is not prevented from being exempt by either the condition to category 3 or Rule 10.5 is exempt information if and so long as in all the circumstances of the case

the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

11. EXCLUSION OF ACCESS BY THE PUBLIC TO REPORTS

If the Deputy Chief Executive, as the proper officer, thinks fit, the Council may exclude access by the public to reports which in his or her opinion relate to items during which, in accordance with Rule 10, the meeting is likely not to be open to the public. Such reports will be marked "Not for publication" together with the category of information likely to be disclosed.

12. APPLICATION OF RULES TO THE CABINET

Rules 13 - 24 apply to the Cabinet, its committees and individual Cabinet Members. If the Cabinet, its committees or individual Cabinet Members meet to take a key decision then it must also comply with Rules 1 - 11 unless Rule 15 (general exception) or Rule 16 (special urgency) apply. A key decision is as defined in Article 13.02(b) of this Constitution.

This requirement does not include meetings, whose sole purpose is for officers to brief members.

13. PROCEDURE BEFORE TAKING KEY DECISIONS

Subject to Rule 15 (general exception) and Rule 16 (special urgency), a key decision may not be taken unless:

- (a) a notice (called here a forward plan item) has been published on the forward plan 28 days before a key decision is to be made in connection with the matter in question; and
- (b) where the decision is to be taken at a meeting of the Cabinet, its committees or individual Cabinet meetings, notice of the meeting has been given in accordance with Rule 4 (notice of meetings).

14. THE FORWARD PLAN

14.1 Period of forward plan

Forward plans will be prepared by the Leader to cover a period of four months, beginning with the first day of any month. They will be prepared on a monthly basis and subsequent plans will cover a period beginning with the first day of the second month covered in the preceding plan.

14.2 Contents of forward plan

The forward plan will contain matters-items which the Leader has reason to believe will be the subject of a key decision to be taken by the Cabinet, a

CONSTITUTION – PART 4 – RULES OF PROCEDURE

committee of the Cabinet, individual members of the Cabinet, officers or under joint arrangements in the course of the discharge of an executive function during the period covered by the plan. It will describe the following particulars in so far as the information is available or might reasonably be obtained:

- (a) the matter in respect of which a decision is to be made;
- (b) where the decision taker is an individual, his/her name and title, if any and where the decision taker is a body, its name and details of membership;
- (c) the date on which, or the period within which, the decision is to be made;
- (d) the identity of the principal groups whom the decision taker proposes to consult before taking the decision;
- (e) the means by which any such consultation is proposed to be undertaken;
- (f) the steps any person might take who wishes to make representations to the Cabinet or decision taker about the matter in respect of which the decision is to be made, and the date by which those steps must be taken;
- (g) a list of the documents submitted to the decision taker for consideration in relation to the matter on which a key decision is to be made;
- (h) the address from which, subject to any prohibition or restriction on their disclosure, copies of, or extracts from, any document listed is available;
- (i) that other documents relevant to those matters may be submitted to the decision maker; and
- (j) the procedure for requesting details of those documents (if any) as they become available.

~~The forward plan must be published at least 28 days before the start of the period covered. The proper officer will publish once a year a notice in at least one newspaper circulating in the area, stating:~~

- ~~(a) that key decisions are to be taken on behalf of the Council;~~
- ~~(b) that a forward plan containing particulars of the matters on which decisions are to be taken will be prepared on a monthly basis;~~

- ~~(c) — that the plan will contain details of the key decisions to be made for the four month period following its publication;~~
- ~~(d) — that each plan will be available for inspection at reasonable hours free of charge at the Council's offices;~~
- ~~— (e) — that each plan will contain a list of the documents submitted to the decision takers for consideration in relation to the key decisions on the plan;~~
- ~~(f) — the address from which, subject to any prohibition or restriction on their disclosure, copies of, or extracts from, any document listed in the forward plan is available;~~
- ~~(g) — that other documents may be submitted to decision takers;~~
- ~~(h) — the procedure for requesting details of documents (if any) as they become available; and~~
- ~~(i) — the dates on each month in the following year on which each forward plan will be published and available to the public at the Council's offices.~~

Exempt information need not be included in a forward plan and confidential information cannot be included.

15. GENERAL EXCEPTION

15.1 If a matter which is likely to be a key decision has not been included in the forward plan, then subject to Rule 16 (special urgency), the decision may still be taken if:

- (a) the decision must be taken by such a date that it is impracticable to defer the decision until it has been included in the next forward plan and until the start of the first month to which the next forward plan relates;
- (b) the proper officer has informed the chair of a relevant overview and scrutiny committee, or if there is no such person, each member of that committee in writing of the matter about which the decision is to be made;
- (c) the proper officer has made copies of that notice available to the public at the offices of the Council and on the Council's website; and
- (d) at least 5 clear days have elapsed since the proper officer complied with (b) and (c).

16. SPECIAL URGENCY

16.1 If by virtue of the date by which a decision must be taken Rule 15 (general exception) cannot be followed, then the decision can only be taken if the decision taker (if an individual) or the chair of the body making the decision, obtains the agreement of the chair of a relevant overview and scrutiny committee that the taking of the decision is urgent and cannot be reasonably deferred. If there is no chair of a relevant overview and scrutiny committee, or if the chair of the relevant overview and scrutiny committee is unable to act, then the agreement of the Chairman of the Council, or in his/her absence the agreement of the Vice Chairman of the Council is required.

16.2 As soon as reasonably practical after the decision maker has obtained agreement under 16(1) that the decision is urgent and cannot reasonably be deferred, the decision maker must publish a notice on the Council's website setting out the reasons that the meeting is urgent and cannot reasonably be deferred.

17. REPORT TO COUNCIL

17.1 When an overview and scrutiny committee can require a report

If an overview and scrutiny committee thinks that a key decision has been taken which was not:

- (a) included in the forward Plan; or
- (b) the subject of the general exception procedure; or
- (c) the subject of an agreement with a relevant overview and scrutiny committee chair, or the Chairman/Vice Chairman of the Council under Rule 16;

The committee may require the Cabinet or individual Cabinet Members to submit a report to the Council within such reasonable time as the committee specifies. The report must include details of the decision and reason for the decision, the decision maker and, if the executive are of the opinion that the decision was not a key decision, the reasons for that opinion. The power to require a report rests with the committee, but is also delegated to the proper officer, who shall require such a report on behalf of the committee when so requested by (the chairman or any 3 members). Alternatively the requirement may be raised by resolution passed at a meeting of the relevant overview and scrutiny committee.

17.2 Cabinet's report to Council

The Cabinet or individual Cabinet Members will prepare a report for submission to the next available meeting of the Council. However, if the next meeting of the

Council is within 10 days of receipt of the written notice, or the resolution of the committee, then the report may be submitted to the meeting after that. The report to Council will set out particulars of the decision, the individual or body making the decision, and if the Leader is of the opinion that it was not a key decision the reasons for that opinion.

17.3 Quarterly reports on special urgency decisions

In any event the Leader will submit quarterly reports to the Council on the Cabinet or individual Cabinet Member decisions taken in the circumstances set out in Rule 16 (special urgency) in the preceding three months. The report will include the number of decisions so taken and a summary of the matters in respect of which those decisions were taken.

18. RECORD OF DECISIONS

After any meeting of the Cabinet, any of its committees or individual Cabinet members, whether held in public or private, the proper officer will produce a record of every decision taken at that meeting as soon as practicable. The record will include a statement of the reasons for each decision, any alternative options considered and rejected at that meeting and a record of any conflict of interest relating to the matter decided which is declared by a member of the decision making body.

19. CABINET MEETINGS RELATING TO MATTERS WHICH ARE NOT KEY DECISIONS

The Cabinet will decide whether meetings relating to matters which are not key decisions will be held in public or private. In accordance with the Council's policy of openness there is a presumption that all meetings of the Cabinet or individual Cabinet Members will be held in public, except where considering exempt or confidential business.

20. NOTICE OF PRIVATE MEETING OF THE CABINET

Members of the Cabinet or its committees will be entitled to receive three clear working days notice of a meeting to which they are summoned, unless the meeting is convened at shorter notice as a matter of urgency.

21. ATTENDANCE AT PRIVATE MEETINGS OF THE CABINET

- a) All members of the Cabinet will be served notice of all private meetings of committees of the Cabinet, whether or not they are members of that committee.
- b) All members of the Cabinet are entitled to attend a private meeting of any committees of the Cabinet.

- c) The head of the paid service, the chief financial officer and the monitoring officer, and their nominees are entitled to attend any meeting of the Cabinet and its committees. The Cabinet may not meet unless the proper officer has been given reasonable notice that a meeting is to take place.
- d) A private Cabinet meeting may only take place in the presence of the proper officer or his/her nominee with responsibility for recording and publicising the decisions.

The provisions of Rule 18 (Record of Decisions) will apply.

22. DECISIONS BY INDIVIDUAL MEMBERS OF THE CABINET

22.1 Reports intended to be taken into account

Where an individual member of the Cabinet receives a report which he/she intends to take into account in making any key decision, then he/she will not make the decision until at least 4 clear working days after receipt of that report.

22.2 Provision of copies of reports to overview and scrutiny committees

On giving of such a report to an individual decision maker, the proper officer will give a copy of it to the chair of every relevant overview and scrutiny committee as soon as reasonably practicable, and make it publicly available at the same time unless it is exempt or confidential.

22.3 Record of individual decision

As soon as reasonably practicable after an executive decision has been taken by an individual member of the Cabinet or a key decision has been taken by an officer, he/she will prepare, or instruct the proper officer to prepare, a record of the decision, a statement of the reasons for it, any alternative options considered and rejected and a record of any conflict of interest declared by any executive member. The provisions of Rules 7 and 8 (inspection of documents after meetings) will also apply to the making of decisions by individual members of the Cabinet. This does not require the disclosure of exempt or confidential information or advice from a political assistant.

23. OVERVIEW AND SCRUTINY COMMITTEES ACCESS TO DOCUMENTS

23.1 Rights to copies

Subject to Rule 23.2 below, a member of an overview and scrutiny committee (including its sub-committees) is entitled to copies of any document which is in the possession or control of the Cabinet [or its committees] and which contains material relating to

- (a) any business transacted at a meeting of a decision making body of the Council, the Cabinet [or its committees]; or
- (b) any decision taken by an individual member of the Cabinet; or
- (c) any decision made by an officer of the authority in accordance with executive arrangements

Subject to Rule 23.2 below, where a member of a overview and scrutiny committee requests a document set out above, the executive must provide the document as soon as reasonably practicable and no later than 10 days after the request is received.

23.2 Limit on rights

No member of an overview and scrutiny committee is entitled to:

- (a) any document that is in draft form;
- (b) any part of a document that contains exempt or confidential information, unless that information is relevant to an action or decision they are reviewing or scrutinising or intend to scrutinise (any such exempt or confidential information to be treated as such); or
- (c) the advice of a political adviser.

23.3 Where the Executive determines that a member of an overview and scrutiny committee is not entitled to a copy of a document for a reason set out in 23.1 or 23.2 above it must provide a written statement setting out its reasons.

24. ADDITIONAL RIGHTS OF ACCESS FOR MEMBERS

24.1 Material relating to previous business

All members will be entitled to inspect any document which is in the possession or under the control of the Cabinet [or its committees] and contains material relating to any business previously transacted at a private meeting unless either (a) or (b) below applies.

- (a) it contains exempt information falling within paragraphs 1 to 7 of the categories of exempt information; or
- (b) it contains the advice of a political adviser

Subject to the advice of the Proper Officer members may in certain circumstances be able to inspect a wider range of documents on a confidential basis if it is shown to be necessary to carry out their role as Councillors.

24.2 Material relating to key decisions

All members of the Council will be entitled to inspect any document (except those available only in draft form) in the possession or under the control of the Cabinet [or its committees] which relates to any key decision unless paragraph 24.1 (a) or (b) above applies.

24.3 Nature of rights

These rights of a member are additional to any other right he/she may have.

25 PROCEDURES PRIOR TO PRIVATE MEETINGS

25.1 At least 28 clear days before a private decision-making meeting (a meeting where some or all of the report(s) contain exempt or confidential information) of the Cabinet, committee of the Cabinet or an individual member of the Cabinet, a notice of the intention to hold a meeting in private must be published on the Council's website.

25.2 The notice referred to in 25.1 must include a statement of the reasons for the meeting to be held in private.

25.3 At least five clear days before a private meeting, the decision-making body must publish a further notice of its intention to hold a meeting in private. This notice must include a statement of the reasons for the meeting to be held in private; details of any representations received by the decision making body about why the meeting should be open to the public; and a statement of its response to any such representations, the statement of response in respect of Cabinet will be agreed by the Chair of the Cabinet, or in their absence, the Vice-Chair of the Cabinet.

25.4 Where the date by which the meeting must be held makes compliance with 25.1 impracticable the meeting may only be held in private where the decision maker (if an individual) or the chair of the body making the decision, obtains the agreement of the chair of the relevant overview and scrutiny committee that the taking of the decision is urgent and cannot be reasonably deferred. If there is no chair of a relevant overview and scrutiny committee, or if the chair of the relevant overview and scrutiny committee is unable to act, then the agreement of the Chairman of the Council, or in his/her absence the agreement of the Vice Chairman of the Council is required.

25.5 As soon as reasonably practical after the decision maker has obtained agreement under 25.4 that the decision is urgent and cannot reasonably be deferred and that the meeting should be held in private, the decision maker must publish a notice on the Council's website setting out the reasons that the meeting is urgent and cannot reasonably be deferred.

Report to:	Governance Committee
Date:	24 September 2025
By:	Deputy Chief Executive
Title of report:	Appointments to Outside Bodies
Purpose of report:	To consider appointments to outside bodies on which the County Council is represented

RECOMMENDATION

The Governance Committee is recommended to appoint Councillors to serve on the outside bodies as set out in Appendix 1 of this report.

1. Supporting Information

1.1 The County Council is invited to appoint Members (and in some cases non-County Councillors are eligible) to serve on a range of outside bodies whose role has a relationship to a function of the County Council. The appointments are a vital part of the County Council's working in partnership with voluntary sector bodies, statutory agencies and the public and private sectors.

1.2 At its meetings held on 22 April and 24 June 2024, the Governance Committee resolved to appoint Councillor Peter Pragnell as a representative to the following outside bodies:

- East Sussex Fire Authority;
- Hastings Plan for Neighbourhoods Board;
- Coombe Valley Countryside Park Community Interest Company (substitute);
- Hastings Safer Community Partnership (substitute); and
- Rother Safer Community Partnership (substitute).

1.3 The appointments were made for a term until the date of the annual council meeting in the next Council election year, or (where applicable) the Councillor ceases to be a member of the Council, whichever is sooner, or unless the appointee resigns or is removed before then.

1.4 Following the sad news of Councillor Pragnell's death, it is necessary to appoint to the vacant seats on the outside bodies listed in Appendix 1 of this report.

1.5 Appointments to the East Sussex Fire Authority are determined in accordance with rules of political proportionality. The proportionality calculations have been considered, and the allocations remain the same. Consequently, the Conservative group retains the right to fill the current vacancy on this external body.

1.6 Unless otherwise stated appointments are made for a term until the date of the annual council meeting in the next Council election year, or (where applicable) the Councillor ceases to be a member of the Council whichever is the sooner, or unless the appointee resigns or is removed before then.

2. Recommendation

2.1 The Committee is recommended to appoint Councillors to serve on the outside bodies as set out in Appendix 1 of the report, for the term set out in paragraph 1.5 above.

2.2 Appointing new Councillors to these outside bodies allows the Council to maintain representation after the passing of Councillor Pragnell and continue fulfilling its partnership responsibilities.

PHILIP BAKER
Deputy Chief Executive

Contact Officer: Hannah Matthews
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Background Documents
None

Appointment to Outside Bodies

Organisation	Appointment
East Sussex Fire Authority	Vacancy
Hastings Plan for Neighbourhoods Board	Vacancy
Coombe Valley Countryside Park Community Interest Company	Vacancy (substitute)
Safer Rother Community Partnership	Vacancy (substitute)
Safer Hastings Community Partnership	Vacancy (substitute)

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Report to: Governance Committee
Date of meeting: 24 September 2025
By: Chief Operating Officer
Title: LMG Managers Pay 2025/26
Purpose: To agree the pay award for LMG Managers for 2025/26

RECOMMENDATION:

The Governance Committee is recommended to agree the pay award for LMG Managers for the financial year 2025/26 to mirror the national (NJC) award, as set out in paragraph 1.1 below.

1 Background

1.1 At its meeting on 27 August 2025, the Governance Committee received a report with regards to the 2025/26 pay offer for LMG Managers to be negotiated with Unison. Following due consideration, the Committee agreed the offer to be made as mirroring the national (NJC) pay award i.e. an increase of 3.20%.

2 Supporting information

2.1 Following the Governance Committee's decision on 27 August 2025, negotiations with UNISON have taken place and local managers have indicated their acceptance of the pay offer. Attached at Appendix 1 is a copy of the LMG salary scales showing the updated 2025/26 rates of pay.

3. Recommendation

3.1 The Governance Committee is recommended to agree the pay award for LMG Managers for the financial year 2025/26 to mirror the national (NJC) award, as set out in paragraph 1.1 above.

Ros Parker
Chief Operating Officer

Contact Officer:
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LMG Pay Scales 1 April 2025

<i>Grade</i>	<i>Scale point</i>	<i>01/04/2025</i>
LMG 1	5	£47,006
	6	£48,256
	7	£49,543
	8	£50,875
LMG 2	9	£52,243
	10	£53,654
	11	£55,144
	12	£56,737
LMG 3	13	£58,377
	14	£60,068
	15	£61,814
	16	£63,598
LMG 4	17	£65,452
	18	£67,351
	19	£69,308
	20	£71,328
LMG 5	21	£73,412
	22	£75,539
	23	£77,758
	24	£80,026
LMG 6	25	£82,372
	26	£84,777
	27	£87,257
	28	£89,806
LMG 7	29	£92,441
	30	£95,156
	31	£97,957
	32	£100,827
LMG 8	33	£103,788
	34	£106,845
	35	£109,992
	36	£113,233

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Report to: Governance Committee

Date of meeting: 24 September 2025

By: Assistant Director, Human Resources and Organisational Development

Title: Chief Executive, Chief Officers' and Deputy Chief Officers' Pay 2025/26

Purpose: To consider the position in relation to the pay award for the Chief Executive, Chief Officers and Deputies for 2025/26

RECOMMENDATION:

The Governance Committee is recommended to agree the pay award for the Chief Executive, Chief Officers and Deputy Chief Officers for the financial year 2025/26 to mirror the national NJC and JNC pay awards as set out in paragraphs 2.3 and 2.4 below.

1 Background

1.1 Chief Officers' pay is locally determined and any annual increases approved by this Committee are effective from the 1 April of the relevant pay year.

1.2 The national (NJC and JNC) pay awards are relevant to these local negotiations as the decision made regarding the local pay offer needs to take into account the impact on the wider workforce and organisation as a whole, as well as the wider market position.

1.3 Set against this background, the local pay award for the Chief Executive, Chief Officers and Deputy Chief Officers has therefore historically mirrored the national awards. Any consideration of a pay increase should, however, take into account the wider public sector context and the future financial challenges facing the Council.

2. Supporting information

2.1 The annual Consumer Prices Index (CPI) inflation measures changes in the price level of consumer goods and services purchased by households. On 21 March 2017, the CPI was replaced by a new measure: the Consumer Prices Index, including owner occupier's housing costs (CPIH). This extends the CPI to include a measure of the costs associated with owning, maintaining and living in one's own home (owner occupiers' housing costs OOH), along with council tax. This is the most comprehensive measure of inflation. CPIH rose by 4.2% in the 12 months to July 2025 (the latest available data) up from 4.1% in the 12 months to June 2025. On a monthly basis, CPIH was little changed in July 2025, the same as in July 2024. (ONS 20 August 25).

2.2 Annual growth in employees' average regular earnings (excluding bonuses) was 5.2% in February to April 2025. This is down from 5.5% in the previous three-month period. It was last lower than 5.2% in July to September 2024, when it was 5.1%. Annual growth in total earnings (including bonuses) was 5.3% in February to April 2025. This is down from 5.6% in the previous three-month period. It was last lower than 5.3% in July to September 2024, when it was 4.6%. (ONS June 2025).

National Pay Negotiations 2025/26

2.3 The national NJC local government services (green book staff) reached a one year pay deal on 23 July 2025 covering the period 1 April 2025 to 31 March 2026. In headline terms, the deal provided for an increase of 3.20%. At its meeting on 27 August 2025, the Governance Committee agreed the pay offer to LMG Managers for the financial year 2025/26 to mirror the national NJC award, i.e. 3.20%.

2.4 The JNC for Chief Officers of Local Authorities and the JNC for Chief Executives of Local Authorities have both also agreed their respective 2025/26 pay awards as being an increase of 3.20% with effect from 1 April 2025.

Benchmarking

2.5 In previous years, benchmarking information in relation to other Councils has been provided. It is important, however, to recognise that Councils do not have consistent staffing structures and it is therefore very difficult to be confident that we are comparing on a 'like for like' basis. For example, it is worth noting that a number of Councils have introduced the role of 'Executive Director', which sits between the Chief Executive and departmental Chief Officers, thereby providing additional senior strategic capacity. This is not a layer that exists within East Sussex.

2.6 In order to provide the Committee with an understanding of the local market position and subject to the above, attached at Appendix 1 is high level benchmarking data showing the comparison in relation to the Chief Executive, Chief Officers and Deputies' pay and our closest neighbours.

2.7 A key relevant factor is the context in which the Council is operating. The scale of the leadership challenge, running a complex organisation and services in the face of significant financial challenge, complex needs and multiple risks is considerable. Working collaboratively and in partnership is vital to support the challenges around service delivery and integration and our senior leaders have significant external facing roles in addition to the services they manage. Alongside this, the forthcoming reforms in relation to Devolution and Local Government Reorganisation will have a profound impact on the shape of local authority services delivered to our residents and the Chief Executive and Chief Officers will have a critical role to play in leading and steering the response to these reforms.

2.8 It is recognised that there is a level of scrutiny on pay for senior officers. It is, however, equally important that the Council is able to attract and retain high calibre staff to ensure the best delivery of services to the residents of East Sussex. Whilst acknowledging that pay is only one element of the overall employment package, it is, nonetheless an important one. Given the current recruitment and retention challenges within the public sector, alongside the demands identified above, it is essential that our pay rates are appropriately competitive.

2.9 Set against this backdrop, it would seem appropriate to offer a pay award that mirrors the national JNC pay awards for Chief Officers and Chief Executives i.e. an increase of 3.20%.

Financial Implications

2.10 The estimated impact of mirroring the national pay award to the Chief Executive, Chief Officer and Deputy Chief Officer pay bill is £43,800 per annum including on-costs. This is fully provided for in the MTFP.

2.11 Attached at Appendix 2 is a copy of the current Chief Executive, Chief Officer and Deputy Chief Officer salary scales showing the impact of an increase of 3.20%.

3. Conclusion and reasons for recommendations

3.1 The Governance Committee is recommended to determine the pay offer for the Chief Executive, Chief Officers and Deputy Chief Officers for the financial year 2025/26 as being in line with the national NJC and JNC pay awards as set out in paras 2.3 and 2.4 above.

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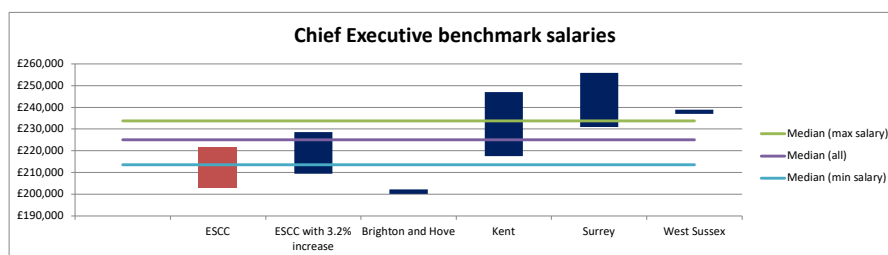
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Comparison against neighbouring authorities - 2025/26 pay rates

Appendix 1

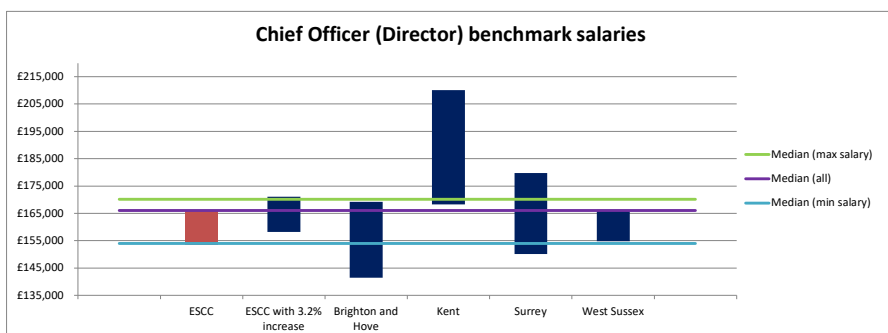
Chief Executive

	Min Salary	Max Salary
ESCC	£ 202,927	£ 221,549
ESCC with 3.2% increase	£ 209,421	£ 228,639
Brighton and Hove	£ 201,188	
Kent	£ 217,528	£ 247,055
Surrey	£ 230,984	£ 255,954
West Sussex	£ 238,000	



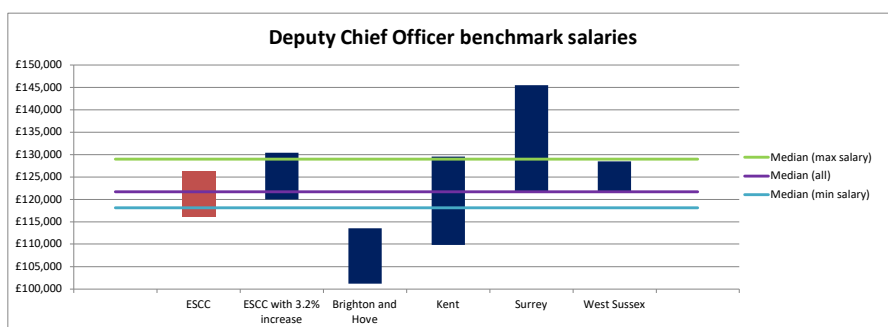
Chief Officer (Director)

	Min Salary	Max Salary
ESCC	£ 153,261	£ 165,748
ESCC with 3.2% increase	£ 158,165	£ 171,052
Brighton and Hove	£ 141,466	£ 169,248
Kent	£ 168,222	£ 210,120
Surrey	£ 150,120	£ 179,730
West Sussex	£ 154,800	£ 166,331



Deputy Chief Officer

	Min Salary	Max Salary
ESCC	£ 116,258	£ 126,347
ESCC with 3.2% increase	£ 119,978	£ 130,390
Brighton and Hove	£ 101,161	£ 113,520
Kent	£ 109,856	£ 129,530
Surrey	£ 121,553	£ 145,464
West Sussex	£ 121,776	£ 128,485



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Chief Officer Salary Scales

Grade	Scale Point	01/04/2024	01/04/2025 (Proposed)
Dep COA	1	£116,258	£119,978
	2	£119,683	£123,513
	3	£123,018	£126,955
	4	£126,347	£130,390
Dep COB	3	£123,018	£126,955
	4	£126,347	£130,390
	5	£129,679	£133,829
	6	£133,004	£137,260
COA	7	£144,815	£149,449
	8	£149,092	£153,863
	9	£153,261	£158,165
	10	£157,424	£162,462
COB	9	£153,261	£158,165
	10	£157,424	£162,462
	11	£161,582	£166,753
	12	£165,748	£171,052
C Exec	13	£202,927	£209,421
	14	£208,950	£215,636
	15	£215,157	£222,042
	16	£221,549	£228,639

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