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19 December 2025

APPOINTMENTS & REMUNERATION COMMITTEE

A meeting of the **Appointments & Remuneration Committee** will be held on **Tuesday, 6th January, 2026** in the **Council Chamber, Forde House, Brunel Road, Newton Abbot, TQ12 4XX** at **12.00 pm**

PHIL SHEARS
Managing Director

Membership:

Councillors Bullivant, Keeling (Chair), Clarence and Parrott

Please Note: Filming is permitted during Committee meeting with the exception where there are confidential or exempt items, which may need to be considered in the absence of the press and public. By entering the Council Chamber you are consenting to being filmed.

A G E N D A

Part I

Appointments and Remuneration Committee Terms of Reference

The Committee's Terms of Reference is attached to the agenda pack for reference.

Public participation and attending meetings

Information pertaining to public participation rules and attending Council and Committee meetings can be found on the following webpage: [Public participation and attending meetings - Teignbridge District Council](#)

1. Apologies for Absence

2. Minutes

(Pages 5 - 6)

To approve as a correct record and sign the minutes of the previous meeting on 4th November 2025.

3. **Declarations of Interest**

Information pertaining to the Members' Code of Conduct and guidance relating to declaring interests can be found on the following webpage: [Teignbridge District Council – Councillor Conduct](#)

4. **Local Government (Access to Information) Act 1985 -
Exclusion of Press and Public**

RECOMMENDED that, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of item(s) on the grounds that it involve(s) the likely disclosure of exempt information as defined in the relevant paragraph(s) of Part 1 of Schedule 12A of the Act.

Part II: Items suggested for discussion with the press and public excluded

5. **Appointment of the Monitoring Officer**

To recommend the appointment of the Monitoring Officer to Full Council.

If you would like this information in another format, please telephone 01626 361101 or e-mail info@teignbridge.gov.uk

Appointments and Remuneration Committee

3.3.3 Although the vast majority of staff appointments are the responsibility of the Head of Service, the Council also appoints its Senior Leadership Team on the recommendation of the Appointments and Remuneration Committee. The latter's terms of reference are set out in Section 3.3.5 below. The Committee does not have any decision making powers, being advisory only. The Committee shall consist of four members appointed by full Council who shall be:

- (a) Leader of the Council who shall be the Chair of the Committee;
- (b) Group Leader of the political group with the largest number of councillors other than the group of which the Leader of the Council is a member;
- (c) Group Leader with next number of Councillors (again other than the group of which the Leader of the Council is a member);
- (d) Portfolio Holder which covers area of Corporate Resources.

Where such appointments are not possible, the Group Leader of the relevant group may nominate another member (and substitute) as they think fit.

3.3.5. Appointment and Remuneration Committee: The Committee will make recommendations to the Council on the discharge of its duties in relation to:

- (a) the appointment (including interim arrangements) of the Head of Paid Service, Monitoring Officer and s151 Officer ("Statutory Chief Officers") and the terms and conditions relating to such appointments;
- (b) the appointment (including interim arrangements) of any other Chief Officers of the Council (being those comprising the Senior Leadership Team);
- (c) disciplinary action against or the dismissal of Statutory Chief Officers, subject to legislative requirements regarding their appointment and dismissal and the views of such independent persons required to be appointed to investigate such matters;
- (d) the terms of any payments and other remuneration to any Officer where such payments and other remuneration would result in a total payment exceeding £100,000 per annum;
- (e) to decide upon and carry out the recruitment process leading to the recommendations for the appointments referred to in paragraph (a) and (b); including deciding upon whether such appointments are advertised externally or confined to internal applicants;
- (f) to make recommendations to the Council on the discharge of the Council's legislative requirements in to the adoption of a Pay Policy Statement.

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APPOINTMENTS & REMUNERATION COMMITTEE

4 NOVEMBER 2025

Present:

Councillors Keeling, Clarence and Parrott

Members in Attendance:

Councillors Buscombe, Nutley, Palethorpe and G Taylor

Apologies:

Councillors Bullivant

Officers in Attendance:

Phil Shears, Managing Director

Charlie Fisher, Democratic Services Manager and Deputy Monitoring Officer

Chris Morgan, Assistant Democratic Services Officer

19. MINUTES

It was by **PROPOSED** by Councillor Clarence and **SECONDED** by Councillor Keeling and

RESOLVED

that the minutes of the previous meeting on Monday 1st September 2025 be agreed as a correct record and signed by the Chair.

20. DECLARATIONS OF INTEREST

None received.

21. LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 - EXCLUSION OF PRESS AND PUBLIC

It was **PROPOSED** by Councillor Keeling and **SECONDED** by Councillor Clarence and

RESOLVED

That the press and public be excluded from the meeting for the following items of business under Section 100(A)(4) of the Local Government Act 1972 on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 1 and 2 of Schedule 12A of the Act.

22. DIRECTOR OF CORPORATE SERVICES AND SECTION 151 OFFICER

The Committee considered the report to agree the appointment of the Director of Corporate Services and Section 151 Officer.

The Section 151 Officer is a statutory role which the Council must appoint to, as per section 151 of the Local Government Act 1972.

Appointments & Remuneration Committee (4.11.2025)

The Committee previously agreed the recruitment process for the Director of Corporate Services at its meeting on Tuesday 1st September 2025.

Councillor Parrott gave an overview of the process and the background and the suitability of the proposed candidate. The candidate was suitably qualified and had the breadth of experience needed to undertake the role.

Councillor Clarence spoke to this item to ask a clarification on the candidate's current employer.

Following the conclusion of the discussion on the report it was **RESOLVED** that the press and public be re-admitted to the meeting.

It was **PROPOSED** by Councillor Parrott and **SECONDED** by Councillor Clarence and it was

RESOLVED

That the Committee RECOMMENDS to Council that:

- 1) Ellie Willcocks is appointed as Director of Corporate Services and Section 151 Officer.

The Democratic Services Manager confirmed that the appointment is subject to Full Council ratification, due at an extraordinary Full Council meeting on Tuesday 25th November.

The meeting started at 10.13 am and finished at 10.21 am.

Chairman