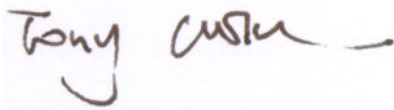


To: Members of the Democracy & Organisation Committee

Notice of a Meeting of the Democracy & Organisation Committee

Thursday, 29 April 2010 at 12 noon

County Hall



Tony Cloke
Assistant Head of Legal & Democratic Services

April 2010

Contact Officer: Geoff Malcolm
Tel: (01865) 815904; E-Mail: geoff.malcolm@oxfordshire.gov.uk

Membership

Chairman –
Deputy Chairman - Councillor Ray Jelf

Councillors

Alyas Ahmed
Lynda Atkins
Mike Badcock
Maurice Billington
Liz Brighouse OBE

Iain Brown
Michael Gibbard
A.M. Lovatt
Neil Owen
Anne Purse

G.A. Reynolds
Roz Smith
Richard Stevens
Alan Thompson

Notes:

- **Venue: Committee Room 3**
- **Date of next meeting: 14 October 2010**

Declarations of Interest

This note briefly summarises the position on interests which you must declare at the meeting. Please refer to the Members' Code of Conduct in Part 9.1 of the Constitution for a fuller description.

The duty to declare ...

You must always declare any "personal interest" in a matter under consideration, ie where the matter affects (either positively or negatively):

- (i) any of the financial and other interests which you are required to notify for inclusion in the statutory Register of Members' Interests; or
- (ii) your own well-being or financial position or that of any member of your family or any person with whom you have a close association more than it would affect other people in the County.

Whose interests are included ...

"Member of your family" in (ii) above includes spouses and partners and other relatives' spouses and partners, and extends to the employment and investment interests of relatives and friends and their involvement in other bodies of various descriptions. For a full list of what "relative" covers, please see the Code of Conduct.

When and what to declare ...

The best time to make any declaration is under the agenda item "Declarations of Interest". Under the Code you must declare not later than at the start of the item concerned or (if different) as soon as the interest "becomes apparent".

In making a declaration you must state the nature of the interest.

Taking part if you have an interest ...

Having made a declaration you may still take part in the debate and vote on the matter unless your personal interest is also a "prejudicial" interest.

"Prejudicial" interests ...

A prejudicial interest is one which a member of the public knowing the relevant facts would think so significant as to be likely to affect your judgment of the public interest.

What to do if your interest is prejudicial ...

If you have a prejudicial interest in any matter under consideration, you may remain in the room but only for the purpose of making representations, answering questions or giving evidence relating to the matter under consideration, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise.

Exceptions ...

There are a few circumstances where you may regard yourself as not having a prejudicial interest or may participate even though you may have one. These, together with other rules about participation in the case of a prejudicial interest, are set out in paragraphs 10 – 12 of the Code.

Seeking Advice ...

It is your responsibility to decide whether any of these provisions apply to you in particular circumstances, but you may wish to seek the advice of the Monitoring Officer before the meeting.

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named on the front page, but please give as much notice as possible before the meeting.

AGENDA

1. **Election of Chairman for the 2010/11 Council Year**
2. **Election of Deputy Chairman for the 2010/11 Council Year**
3. **Apologies for Absence and Temporary Appointments**
4. **Declarations of Interest - see guidance note**
5. **Minutes** (Pages 1 - 4)

To approve the minutes of the meeting held on 25 August 2009 (DO5) and to receive for information any matters arising therefrom.

6. **Petitions and Public Address**

7. **Subordinate Bodies**

The Committee is asked to note that the following existing subordinate bodies fall within the responsibility of this Committee:

Appeals Sub-Committee (3)

Chairman of Democracy & Organisation Committee
Deputy Chairman of Democracy & Organisation Committee
Opposition Group Spokesman of Democracy & Organisation Committee

Appointment Sub-Committee (Variable) (6)

Six Councillors at least one of whom must be a member of the Cabinet

Fire Service Discipline Sub-Committee (3)

Three Councillors at least one of whom must be a member of the Cabinet

Gradings Sub-Committee (3)

Chairman of Democracy & Organisation Committee
Deputy Chairman of Democracy & Organisation Committee
Opposition Group Spokesman of Democracy & Organisation Committee

Pension Benefits Sub-Committee (3)

Chairman of Democracy & Organisation Committee
Deputy Chairman of Democracy & Organisation Committee
Opposition Group Spokesman of Democracy & Organisation Committee

8. Scale of Fees for County Council Elections and Referenda 2010/11
(Pages 5 - 12)

The Assistant Head of Legal & Democratic Services reports as follows:-

Each year the Council sets a scale of expenditure for the holding of elections of county councillors. The Committee is requested to approve the proposed Scale of Expenditure as set out for any by-elections of County Councillors that may be held during the financial year 2010/11 (**DO8**).

The proposed fees for 2010/11 are based on a 0.5 per cent increase on the previous year's scale. The mileage rate is linked to the national authorised 'all car' rate. There is no indication that this national rate will change for 2010, so it is proposed that the mileage rate for elections in 2010/11 remains unchanged.

Also included is the Scale of Expenditure for any referendum or mayoral election required to be held under the Local Government Act 2000. These vary from the scale for elections only to the extent that the fees for some elements cannot be based on individual electoral divisions, but the County as a whole.

The Committee is RECOMMENDED to:-

- (a) approve the Scale of Expenditure for the financial year 2010/2011 for the election of County Councillors; and**
- (b) approve the Scale of Expenditure for the financial year 2010/2011 for a referendum or mayoral election required under the Local Government Act 2000.**

