

Notice of a Meeting

Remuneration Sub-Committee (Appraisals)

Tuesday, 31 March 2026 at 3.00 pm

**Members Board Room - County Hall, New Road, Oxford OX1
1ND**

Membership

Chair - Councillor Liz Leffman

Deputy Chair - Councillor Neil Fawcett

Councillors:

Liz Brighthouse OBE

Andy Graham

Gareth Epps

James Robertshaw

For more information about this Committee please contact:	
Committee Officer	committeesdemocraticservices@oxfordshire.gov.uk



Martin Reeves
Chief Executive

March 2026

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, giving as much notice as possible before the meeting

A hearing loop is available at County Hall.

AGENDA

1. **Apologies for Absence and Temporary Appointments**
2. **Declarations of Interest - see guidance below**
3. **Minutes (Pages 7 - 8)**

To approve the minutes of the meeting held on 14 August 2025 and to receive information arising from them.

EXEMPT ITEM

In the event that any Member or Officer wishes to discuss the information set out in the report to Agenda Item 4, the Committee will be invited to resolve to exclude the public for the consideration of the report by passing a resolution in the following terms:

"that the public be excluded during the consideration of the report since it is likely that if they were present during that discussion there would be a disclosure of "exempt" information as described in Part I of Schedule 12A to the Local Government Act, 1972 and specified below the item in the Agenda".

THE REPORT TO THE ITEM NAMED HAS NOT BEEN MADE PUBLIC AND SHOULD BE REGARDED AS 'CONFIDENTIAL' BY MEMBERS AND OFFICERS ENTITLED TO RECEIVE THEM.

4. **To consider the report**

The information in this case is exempt in that it falls within the following prescribed categories:

1. Information relating to a particular individual.

and since it is considered that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Councillors declaring interests

General duty

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed 'Declarations of Interest' or as soon as it becomes apparent to you.

What is a disclosable pecuniary interest?

Disclosable pecuniary interests relate to your employment; sponsorship (i.e. payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licenses for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.

Declaring an interest

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest. If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

Members' Code of Conduct and public perception

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member 'must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself' and that 'you must not place yourself in situations where your honesty and integrity may be questioned'.

Members Code – Other registrable interests

Where a matter arises at a meeting which directly relates to the financial interest or wellbeing of one of your other registerable interests then you must declare an interest. You must not participate in discussion or voting on the item and you must withdraw from the meeting whilst the matter is discussed.

Wellbeing can be described as a condition of contentedness, healthiness and happiness; anything that could be said to affect a person's quality of life, either positively or negatively, is likely to affect their wellbeing.

Other registrable interests include:

- a) Any unpaid directorships
- b) Any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority.

- c) Any body (i) exercising functions of a public nature (ii) directed to charitable purposes or (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management.

Members Code – Non-registrable interests

Where a matter arises at a meeting which directly relates to your financial interest or wellbeing (and does not fall under disclosable pecuniary interests), or the financial interest or wellbeing of a relative or close associate, you must declare the interest.

Where a matter arises at a meeting which affects your own financial interest or wellbeing, a financial interest or wellbeing of a relative or close associate or a financial interest or wellbeing of a body included under other registrable interests, then you must declare the interest.

In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied:

Where a matter affects the financial interest or well-being:

- a) to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
- b) a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest.

You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

Agenda Item 3

REMUNERATION SUB-COMMITTEE (APPRAISALS)

MINUTES of the meeting held on Thursday, 14 August 2025 commencing at 10.00 am and finishing at 12.00 pm

Present:

Voting Members:

Councillor Liz Brighthouse OBE
Councillor Gareth Epps
Councillor Neil Fawcett
Councillor Andy Graham
Councillor Liz Leffman
Councillor James Robertshaw

By Invitation: Ruth Adams, South East Employers

Officers:

Whole of meeting Martin Reeves, Chief Executive

The Scrutiny Committee considered the matters, reports and recommendations contained or referred to in the agenda for the meeting and agreed as set out below. Copies of the agenda and reports are attached to the signed Minutes.

1 **ELECTION OF A CHAIR OF THE SUB-COMMITTEE FOR THE 2025-26 COUNCIL YEAR** (Agenda No. 1)

Councillor Fawcett moved and Councillor Epps seconded that Councillor Leffman be elected as Chair of the Sub-committee for the 2025/26 Council Year. There being no other nominations and no dissent, Councillor Leffman was duly declared elected.

RESOLVED: (unanimously) that Councillor Leffman be elected as Chair for the 2025/26 Council Year.

(Councillor Leffman in the Chair).

2 **ELECTION OF A DEPUTY CHAIR OF THE SUB-COMMITTEE FOR THE 2025-26 COUNCIL YEAR** (Agenda No. 2)

Councillor Graham moved and Councillor Epps seconded that Councillor Fawcett be elected as Deputy Chair of the Sub-committee for the 2025/26 Council Year. There being no other nominations and no dissent, Councillor Fawcett was duly declared elected.

RESOLVED: (unanimously) that Councillor Fawcett be elected as Deputy Chair for the 2025/26 Council Year.

3 APOLOGIES FOR ABSENCE AND TEMPORARY APPOINTMENTS
(Agenda No. 3)

There were no apologies.

4 DECLARATIONS OF INTEREST - SEE GUIDANCE BELOW
(Agenda No. 4)

There were no declarations of interest.

5 PETITIONS AND PUBLIC ADDRESS
(Agenda No. 5)

The Chair had not accepted any requests to speak.

6 CHIEF EXECUTIVE MID-POINT APPRAISAL REVIEW
(Agenda No. 6)

RESOLVED:

"that the public be excluded during the consideration of the report since it is likely that if they were present during that discussion there would be a disclosure of "exempt" information as described in Part I of Schedule 12A to the Local Government Act, 1972 and specified below the item in the Agenda".

The Sub-committee conducted the appraisal in private.

..... in the Chair

Date of signing 20