



To: Members of the Remuneration Committee

Notice of a Meeting of the Remuneration Committee

Tuesday, 17 July 2018 at 4.00 pm

Room 3 - County Hall, New Road, Oxford OX1 1ND

A handwritten signature in black ink that reads "PG Clark".

Peter G. Clark
Chief Executive

July 2018

Committee Officer: **Sue Whitehead**
Tel: 07393 001213 ; Email; sue.whitehead@oxfordshire.gov.uk

Membership

Chairman – Councillor Ian Hudspeth
Deputy Chairman - Councillor Kevin Bulmer

Councillors

Lynda Atkins
Liz Brighthouse OBE

Mrs Judith Heathcoat
Charles Mathew

Richard Webber

Declarations of Interest

The duty to declare.....

Under the Localism Act 2011 it is a criminal offence to

- (a) fail to register a disclosable pecuniary interest within 28 days of election or co-option (or re-election or re-appointment), or
- (b) provide false or misleading information on registration, or
- (c) participate in discussion or voting in a meeting on a matter in which the member or co-opted member has a disclosable pecuniary interest.

Whose Interests must be included?

The Act provides that the interests which must be notified are those of a member or co-opted member of the authority, **or**

- those of a spouse or civil partner of the member or co-opted member;
- those of a person with whom the member or co-opted member is living as husband/wife
- those of a person with whom the member or co-opted member is living as if they were civil partners.

(in each case where the member or co-opted member is aware that the other person has the interest).

What if I remember that I have a Disclosable Pecuniary Interest during the Meeting?.

The Code requires that, at a meeting, where a member or co-opted member has a disclosable interest (of which they are aware) in any matter being considered, they disclose that interest to the meeting. The Council will continue to include an appropriate item on agendas for all meetings, to facilitate this.

Although not explicitly required by the legislation or by the code, it is recommended that in the interests of transparency and for the benefit of all in attendance at the meeting (including members of the public) the nature as well as the existence of the interest is disclosed.

A member or co-opted member who has disclosed a pecuniary interest at a meeting must not participate (or participate further) in any discussion of the matter; and must not participate in any vote or further vote taken; and must withdraw from the room.

Members are asked to continue to pay regard to the following provisions in the code that *“You must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself”* or *“You must not place yourself in situations where your honesty and integrity may be questioned.....”*.

Please seek advice from the Monitoring Officer prior to the meeting should you have any doubt about your approach.

List of Disclosable Pecuniary Interests:

Employment (includes *“any employment, office, trade, profession or vocation carried on for profit or gain”*.), **Sponsorship, Contracts, Land, Licences, Corporate Tenancies, Securities.**

For a full list of Disclosable Pecuniary Interests and further Guidance on this matter please see the Guide to the New Code of Conduct and Register of Interests at Members’ conduct guidelines.

<http://intranet.oxfordshire.gov.uk/wps/wcm/connect/occ/Insite/Elected+members/> or contact Glenn Watson on **07776 997946** or glenn.watson@oxfordshire.gov.uk for a hard copy of the document.

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

To approve the minutes of the meeting held on 22 July 2018 (**RC3**) and to receive information arising from them.

4. **Petitions and Public Address**

EXEMPT ITEM

It is RECOMMENDED that the public be excluded for the duration of items RC5 and RC6 since it is likely that if they were present during that item there would be disclosure of exempt information as defined in Part I of Schedule 12A to the Local Government Act 1972 (as amended) and specified below in relation to those items 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.

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

THIS ALSO MEANS THAT THE CONTENTS SHOULD NOT BE DISCUSSED WITH OTHERS AND NO COPIES SHOULD BE MADE.

5. **Exempt Minutes (Pages 3 - 4)**

To approve the exempt minutes of the meeting held on 22 June 2018 (**RC5**) and to receive information arising from them.

The information contained in the report is exempt in that it falls within the following prescribed category:

- 1 *Information relating to any individual*

It is considered that in this case the public interest in maintaining the exemption outweighs the public interest in disclosing the information, in that such disclosure would infringe the rights of the individual to privacy contrary to the general law and the duty of the authority to respect human rights and to comply with that law and contrary to the authority's duties as a fair employer.

6. Coroner's Pay

The information contained in the report is exempt in that it falls within the following prescribed category:

1 Information relating to any individual

It is considered that in this case the public interest in maintaining the exemption outweighs the public interest in disclosing the information, in that such disclosure would infringe the rights of the individual to privacy contrary to the general law and the duty of the authority to respect human rights and to comply with that law and contrary to the authority's duties as a fair employer.

To consider the Joint Negotiating Committee (JNC) recommendations in relation to Coroner's pay.

REMUNERATION COMMITTEE

MINUTES of the meeting held on Friday, 22 June 2018 commencing at 9.00 am and finishing at 10.54 am

Present:

Voting Members: Councillor Ian Hudspeth – in the Chair

Councillor Liz Brighthouse OBE
Councillor Mrs Judith Heathcoat
Councillor Charles Mathew

By Invitation: *Toni Hall, Penna

Officers:

Whole of meeting *Georgina Crean, HR Business Partner for Resources Directorate; Sue Whitehead (Resources Directorate)

*In attendance for the Appointment Panel

The Committee considered the matters, reports and recommendations contained or referred to in the agenda for the meeting, together with papers circulated in relation to the Appointments Panel and decided as set out below. Except as insofar as otherwise specified, the reasons for the decisions are contained in the agenda and reports, copies of which are attached to the signed Minutes.

22/18 APOLOGIES FOR ABSENCE AND TEMPORARY APPOINTMENTS

(Agenda No. 1)

Apologies were received from Councillors Lynda Atkins and Kevin Bulmer. It was noted that Councillor Webber in giving apologies had withdrawn from the appointments process.

23/18 MINUTES

(Agenda No. 3)

The Minutes of the meetings held on 14 and 18 June 2018 were approved and signed as a correct record.

24/18 EXEMPT ITEM

RESOLVED: that the public be excluded for the duration of item RC4 and RC5 since it is likely that if they were present during that item there would be disclosure of exempt information as defined in Part I of Schedule 12A to the Local

Government Act 1972 (as amended) and specified below in relation to those items 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

25/18 EXEMPT MINUTE

(Agenda No. 5)

The exempt minutes of the meeting held on 18 June 2018 were approved and signed as a correct record.

The information contained in the report is exempt in that it falls within the following prescribed category:

- 1 *Information relating to any individual*

It is considered that in this case the public interest in maintaining the exemption outweighs the public interest in disclosing the information, in that such disclosure would infringe the rights of the individual to privacy contrary to the general law and the duty of the authority to respect human rights and to comply with that law and contrary to the authority's duties as a fair employer.

26/18 SENIOR APPOINTMENTS

(Agenda No. 6)

The public should be excluded during this item because its discussion in public would be likely to lead to the disclosure to members of the public present of information in the following categories prescribed by Part I of Schedule 12A to the Local Government Act 1972 (as amended):

- 1. *Information relating to any individual*

and it is considered that in this case the public interest in maintaining the exemption outweighs the public interest in disclosing the information in that such disclosure would infringe the rights of the individual to privacy contrary to the general law and the duty of the authority to respect human rights and to comply with that law and contrary to the authority's duties as a fair employer.

Members agreed a recommendation to full Council on the appointment of a Joint Chief Executive and Head of Paid Service for Oxfordshire County Council and Cherwell District Council.

..... in the Chair

Date of signing 2018

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank