



To: Members of the Remuneration Committee

***Notice of a Meeting of the Remuneration Committee***

**Thursday, 10 December 2015 at 9.00 am**

**County Hall, Oxford, OX1 1ND**

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

Peter G. Clark  
Head of Paid Service

December 2015

Contact Officer: **Deborah Miller**  
Tel (01865) 815384; Email; [deborah.miller@oxfordshire.gov.uk](mailto:deborah.miller@oxfordshire.gov.uk)

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**Membership**

Chairman – Councillor Ian Hudspeth  
Deputy Chairman - Councillor Richard Webber

*Councillors*

Liz Brighthouse OBE  
Charles Mathew

Rodney Rose  
David Williams

David Wilmshurst

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**Notes:**

- ***Date of next meeting: Date Not Specified***

## 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 (01865) 815270 or [glenn.watson@oxfordshire.gov.uk](mailto: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**

To approve the minutes of the meeting held on 30 October 2015 (**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 RC since it is likely that if they were present during those items 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 ITEMS 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. **Oxfordshire Local Agreement of Green Book Pay 2016-17 (Pages 1 - 6)**

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

- Information relating to any individual*
- Information relating to the financial or business affairs of any particular person (including the authority holding that information)*
- Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matters arising between the authority or a Minister of the Crown and employees of, or officer-holders under the authority*

*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 distort the proper process of free negotiations between the authority with another party for the purposes described and would prejudice the position of the authority in those negotiations and other negotiations of a similar nature in future.*

The Oxfordshire Local Agreement set down the Council's agreement with Unison to negotiate pay locally for a three year period. The final year of the agreement is 2016-17. Negotiations have taken place with Unison and a draft agreement to cover a further three years had been reached. However, subsequent events have led to the abandonment of this draft agreement.

This report seeks to inform the Remuneration Committee of the current position and to seek its views on Green Book pay for 2016-17.

## **6. Senior Officer Appointments (Pages 7 - 12)**

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

- 1 Information relating to any individual*
- 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)*

*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 distort the proper process of free negotiations between the authority with another party for the purposes described and would prejudice the position of the authority in those negotiations and other negotiations of a similar nature in future.*

Report by the Chief Human Resources Officer (**RC6**).

The appointments of Head of Paid Service and Monitoring Officer were confirmed at Council on 8 September 2015. This report proposes some temporary pay arrangements for the Head of Paid Service based on increased responsibilities from 1 October 2015 and updates Committee on the pay arrangements put in place for the Monitoring Officer from the same date.

## **7. Recruitment and Retention of Children's Social Workers (Pages 13 - 30)**

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

- 1 Information relating to any individual*
- 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)*

*Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matters arising between the authority or a Minister of the Crown and employees of, or officer-*

*holders under the authority*

*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 distort the proper process of free negotiations between the authority with another party for the purposes described and would prejudice the position of the authority in those negotiations and other negotiations of a similar nature in future.*

Report by the Director for Children's Services and Chief Head of Human Resources (RC2).

The recruitment and retention of high quality social workers in Children's Social Care is critical in delivering a safe and effective service to this high risk client group. There are particular employment issues which apply to this staff group which this report seeks to address in order to maintain the necessary service standards.

## 8. **Outside Bodies** (Pages 31 - 36)

The Council's Constitution allocates to this Committee the oversight for appointments to outside bodies other than to those determined by the Council as being 'strategic' (which are designated as Category 'A' outside bodies and which are the responsibility of the Cabinet).

There are a significant number of other outside bodies, designated as Category 'C' outside bodies, which request Council representation or are of primary value to local councillors/the local community. These are primarily appointed through the local members. This report informs the Committee of an appointment to a new body, namely Faringdon Town Team.

***The Committee is RECOMMENDED to note the appointment of Councillor Heathcoat to serve as a member of the Faringdon Town Team.***