



To: Members of the Remuneration Committee

Notice of a Meeting of the Remuneration Committee

Thursday, 14 June 2018 at 4.00 pm

Room 2 - County Hall, New Road, Oxford OX1 1ND

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

Peter G. Clark
Chief Executive

June 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 - 4)

To approve the minutes of the meeting held on 6 March 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 item 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.

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. Redundancy Quarter 4 Overview (Pages 5 - 10)

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

2 Information which is likely to reveal the identity of an 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.

Report by Director of Human Resources (**RC5E**)

This report gives an overview of the Change programmes that have resulted in

redundancy in Quarter 4 (January to March 2018). It provides details of:

- the number of redundancies;
- the number of redeployments;
- the total costs including pension costs;
- pension costs alone

The report also includes an overview of the change programmes that may result in Quarter 1 redundancies.

The Remuneration Committee is RECOMMENDED to note the figures.

ITEMS FOLLOWING THE RE-ADMISSION OF THE PRESS AND PUBLIC

6. Gender Pay Gap Report Update (Pages 11 - 14)

Report by Director of Human Resources (**RC6**)

This report gives an update of the Gender Pay Gap, including an overview of key comparators.

The Remuneration Committee is RECOMMENDED to note the report.

7. Senior Officer Job Evaluation (Pages 15 - 16)

Report by Director of Human Resources (**RC7**)

The report outlines a proposal to introduce the Local Government Senior Manager Job Evaluation Scheme, replacing the existing HAY arrangement.

The Remuneration Committee is RECOMMENDED to approve the proposal.

EXEMPT ITEM

It is RECOMMENDED that the public be excluded for the duration of item RC8 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 TO THE ITEM HAVE NOT BEEN MADE PUBLIC AND SHOULD BE REGARDED AS 'CONFIDENTIAL' BY MEMBERS AND OFFICERS ENTITLED TO RECEIVE THEM.

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8. Community Director Posts (Pages 17 - 20)

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

1. *Information relating to an 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.

Report by Director of Human Resources (**RC8E**).

The report gives an overview of the current pay for the three Directors within Communities: Director of Property and Investment; Director for Planning and Place, and Director for Infrastructure Delivery and outlines a proposal to increase the pay of those in post.

The Remuneration Committee is RECOMMENDED to approve this proposal.

ITEMS FOLLOWING THE RE_ADMITTANCE OF THE PUBLIC AND PRESS

9. Growth Deal Director (Pages 21 - 24)

Report by the Strategic Director of Communities (**RC9**)

As part of the Growth Deal delivery a small team has been created to co-ordinate and drive the delivery of the Growth Deal programme on behalf of all the partners (all local authorities across Oxfordshire and OxLEP). This small group of people will ensure the programme is coherent and cohesive so that all elements fit together and deliver the best possible result. Whilst much of the delivery capacity is located within each of the partner organisations this small team is critical to bring efforts together to drive such an ambitious programme and keep it on track. The Deal is supported by a Capacity Building Fund which is intended to fund this sort of function throughout the period of the programme.

In March 2018, an overarching plan was agreed with Government. To ensure that all the activities fit together well and the plan is delivered, it is seen as critical to have a Delivery Director providing leadership across the whole programme.

The report seeks approval to add the post of Growth Deal Delivery Director to the Council's headcount. The post is funded from Growth Deal capacity funds but needs to sit in the establishment of one of the partners and as the Accountable Body for the Deal, the Council was considered the best fit.

The Committee is RECOMMENDED to agree to this post as an addition to the Council's establishment for the period of the appointment (up to 5 years).

10. Senior Appointments

Verbal report by the Director of Human Resources.