



To: Members of the Remuneration Committee

Notice of a Meeting of the Remuneration Committee

Wednesday, 2 February 2022 at 2.00 pm

Council Chamber - County Hall, New Road, Oxford OX1 1ND

Please note that Council meetings are currently taking place in-person (not virtually) with Covid precautions at the venue. Meetings will continue to be live-streamed and those who wish to view them are strongly encouraged to do so online to minimise the risk of Covid-19 infection.

If you wish to view proceedings, please click on this [Live Stream Link](#). However, that will not allow you to participate in the meeting.

If you still wish to attend this meeting in person, you must contact the Committee Officer by 9am four working days before the meeting and they will advise if you can be accommodated at this meeting and of the detailed Covid-19 safety requirements for all attendees.

Please note that in line with current government guidance *all* attendees are strongly encouraged to take a lateral flow test in advance of the meeting.

A handwritten signature in blue ink, appearing to read 'Yvonne Rees'.

Yvonne Rees
Chief Executive

January 2022

Committee Officer: **Chris Reynolds**
Tel: 07542 029441 ; Email; chris.reynolds@oxfordshire.gov.uk

Membership

Chairman – Councillor Liz Leffman
Deputy Chairman - Councillor Liz Brighthouse OBE

Councillors

Stefan Gawrysiak
Jane Murphy

Eddie Reeves
Alison Rooke

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 **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 13th January 2022 (**RC3**) and to receive information arising from them.

4. **Petitions and Public Address**

Currently council meetings are taking place in-person (not virtually) with Covid safety procedures operating in the venues. However, members of the public who wish to speak at this meeting can attend the meeting 'virtually' through an online connection. While you can ask to attend the meeting in person, you are strongly encouraged to attend 'virtually' to minimise the risk of Covid-19 infection.

Please also note that in line with current government guidance all attendees are strongly encouraged to take a lateral flow test in advance of the meeting.

Normally requests to speak at this public meeting are required by 9 am on the day preceding the published date of the meeting. However, during the current situation and to facilitate these new arrangements we are asking that requests to speak are submitted by no later than 9am four working days before the meeting i.e. 9 am on Wednesday 26th January 2022.. Requests to speak should be sent to chris.reynolds@oxfordshire.co.uk . You will be contacted by the officer regarding the arrangements for speaking.

If you ask to attend in person, the officer will also advise you regarding Covid-19 safety at the meeting. If you are speaking 'virtually', you may submit a written statement of your presentation to ensure that if the technology fails, then your views can still be taken into account. A written copy of your statement can be provided no later than 9 am 2 working days before the meeting. Written submissions should be no longer than 1 A4 sheet

5. **Recruitment of permanent Chief Executive - appointment of Remuneration (Appointments) Sub-Committee**

Report to follow

6. Revised Pay Policy

The purpose of this report is to give an overview of the revised Pay Policy Statement which is required under the Localism Act 2011.

Report to follow

EXEMPT ITEM

It is RECOMMENDED that the public be excluded for the duration of the following items of business since it is likely that if they were present during that item there would be disclosure of exempt information as defined in Paragraphs 1 and 2 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.

7. Exempt Minutes (Pages 5 - 6)

To approve the exempt minute of the meeting held on 13 January 2022 as a correct record and to receive any information arising from them

8. Appointment of interim Chief Executive

EXEMPT Report to follow to Committee Members only

This page is intentionally left blank

REMUNERATION COMMITTEE

MINUTES of the meeting held on Thursday, 13 January 2022 commencing at 4.00 pm and finishing at 5.25 pm

Present:

Voting Members: Councillor Liz Brighthouse OBE – in the Chair
Councillor Jane Murphy
Councillor Andy Graham

Officers: Director of HR, Karen Edwards
Chris Reynolds, Secretary

The Committee considered the matters, reports and recommendations contained or referred to in the agenda for the meeting,. 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.

7/22 APOLOGIES FOR ABSENCE AND TEMPORARY APPOINTMENTS

(Agenda No. 1)

Apologies were received from Cllr Liz Leffman (Chair), Cllr Eddie Reeves and Cllr Alison Rooke with Cllr Andy Graham attending as substitute

8/22 MINUTES

(Agenda No. 3)

The minutes of the meeting held on 26 July 2021 were approved and signed as a correct record with an amendment to state Cllr Graham's appointment to Oxfordshire Museums

9/22 GENDER PAY GAP

(Agenda No. 5)

The Director of Human Resources presented the report and answered a number of questions concerning the statistics. She emphasised that the pay gap was well below that of the public sector nationally. She referred, in particular, to the work being done on inclusion initiatives, concentrating on those in the lowest pay quartile.

Members noted that there had been a decrease in the pay gap, year on year, since 2018 and referred to the importance of apprenticeships in providing opportunities for career progression into higher paid roles within the authority.

RESOLVED to

(1) receive the report

(2) recommend the report for approval by the Council

10/22 PAY POLICY STATEMENT

(Agenda No. 6)

RESOLVED: That the public be excluded for the duration of items RC12 since it was likely that if they were present during those items there would be disclosure of exempt information as defined in Part 1 of Schedule 12 A to the Local Government Act 1972 (as amended) and specified in relation to the respective items in the Agenda and since it was considered that, in all the circumstances of each case, the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

PROCEEDINGS FOLLOWING THE WITHDRAWAL OF THE PRESS AND PUBLIC

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

4. Information relating to any consultations or negotiations or contemplated consultations or negotiations in connection with any labour relations matters arising 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

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.

The Director of Human Resources presented the report and answered a number of questions concerning the statistics and the initiatives being taken to improve career progression and access to higher paid roles for those staff in the lowest quartile of the statistics.

RESOLVED to

(1) receive the report

(2) recommend the 2022/23 Pay Policy statement to full Council for approval

11/22 REDUNDANCY QUARTERLY REPORT

(Agenda No. 7)

RESOLVED: That the public be excluded for the duration of items RC13 since it was likely that if they were present during those items there would be disclosure of exempt information as defined in Part 1 of Schedule 12 A to the Local Government Act 1972 (as amended) and specified in relation to the respective items in the Agenda and since it was considered that, in all the circumstances of each case, the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

PROCEEDINGS FOLLOWING THE WITHDRAWAL OF THE PRESS AND PUBLIC

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.

The Director of Human Resources presented the report and answered a number of questions.

Members suggested that it, as the report provided a snapshot of data for the period concerned, it would be helpful to identify trends and cumulative information for a wider period in future

RESOLVED to –

- (1) note the figures stated in the report**
- (2) ask the Director of Human Resources to provide additional information showing trends and cumulative data over an extended period in future reports**

..... in the Chair

Date of signing

This page is intentionally left blank

By virtue of paragraph(s) 4 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank