



To: Members of the Remuneration Committee

Notice of a Meeting of the Remuneration Committee

**Thursday, 28 September 2017 at 4.00 pm in the
Grand Jury Room, County Hall, Oxford, OX1 1ND**

PG Clark

Peter G. Clark
Chief Executive

September 2017

Committee Officer: **Sue Whitehead**
Tel: 0792 0084239 ; Email: deborah.miller@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 - 6)

To approve the minutes of the meeting held on 10 July 2017 (**RC3**) and to receive information arising from them.

4. Petitions and Public Address

5. Update on Gender Pay Gap Reporting 2017 (Pages 7 - 8)

Report by the Director of Human Resources (RC5)

The report provides an update on regulations requiring employers in the UK with more than 250 staff to publish figures annually on their own website and on a government website to show how large the pay gap is between their male and female employees.

Remuneration Committee is asked to note the report.

6. Pensions Benefits Sub-Committee (Pages 9 - 12)

Report by the Director of Human Resources (RC6)

This report considers the role of the Pensions Benefits Sub-Committee and in particular its role with regard to the early release of pension benefits as a result of redundancy.

It is recommended that:

- ***The Pensions Benefits Sub-Committee's role is amended under the constitution to only consider early retirement cases where the Council has discretion. E.g. ill health retirement.***
- ***Consideration and approval for all other early retirements such as redundancy and business efficiency is delegated to council Directors with concurrence from the Strategic HR Manager.***
- ***That all redundancies and early retirements including associated costs are reported to the Remuneration Committee each quarter.***

7. Update on Teachers' Pay

Members will be given an update on the current position.

8. Outside Bodies

To determine the appointments below and any further nominations made at the meeting:

South East Reserve Forces' and Cadets' Association – Councillor Lynda Atkins
Mill Arts Centre Association – Councillor Eddie Reeves

EXEMPT ITEM

It is RECOMMENDED that the public be excluded for the duration of item RC9 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.

9. Exempt Minutes (Pages 13 - 14)

To approve the exempt minutes of the meeting held on 10 July 2017 (RC3) 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*
- 3 *Information relating to the financial or business affairs of any particular person (including the authority holding that information)*
- 4 *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 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.