



To: Members of the Remuneration Committee

Notice of a Meeting of the Remuneration Committee

Thursday, 26 October 2023 at 10.00 am

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

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

Martin Reeves
Chief Executive

October 2023

Committee Officer: **Democratic Services**
Email: committeesdemocraticservices@oxfordshire.gov.uk

Membership

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

Councillors

Yvonne Constance OBE
John Howson

Glynis Phillips
Eddie Reeves

Notes:

- ***Date of next meeting: 3 November 2023***

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 16 October 2023 (**RC3**) and to receive information arising from them.

4. **Petitions and Public Address**

Members of the public who wish to speak at this meeting can attend the meeting in person or 'virtually' through an online connection.

To facilitate 'hybrid' meetings we are asking that requests to speak or present a petition are submitted by no later than 9am four working days before the meeting. Requests to speak should be sent to committeesdemocraticservices@oxfordshire.gov.uk.

If you are speaking 'virtually', you may submit a written statement of your presentation to ensure that your views are taken into account. A written copy of your statement can be provided no later than 9am 2 working days before the meeting. Written submissions should be no longer than 1 A4 sheet.

EXEMPT ITEM

It is RECOMMENDED that the public be excluded for the duration of item 5 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 EXEMPT REPORT TO THE ITEM HAS NOT BEEN MADE PUBLIC AND SHOULD BE REGARDED AS 'CONFIDENTIAL' BY MEMBERS AND OFFICERS ENTITLED TO RECEIVE IT.

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

5. **Strategic Leadership Team** (Pages 3 - 46)

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

1. Information relating to a particular individual.
2. Information which is likely to reveal the identity of an individual.
4. Information relating to any consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of or office 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.

Councillors declaring interests

General duty

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed 'Declarations of Interest' or as soon as it becomes apparent to you.

What is a disclosable pecuniary interest?

Disclosable pecuniary interests relate to your employment; sponsorship (i.e. payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licenses for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.

Declaring an interest

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest. If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

Members' Code of Conduct and public perception

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member 'must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself' and

that ‘you must not place yourself in situations where your honesty and integrity may be questioned’.

Members Code – Other registrable interests

Where a matter arises at a meeting which directly relates to the financial interest or wellbeing of one of your other registrable interests then you must declare an interest. You must not participate in discussion or voting on the item and you must withdraw from the meeting whilst the matter is discussed.

Wellbeing can be described as a condition of contentedness, healthiness and happiness; anything that could be said to affect a person’s quality of life, either positively or negatively, is likely to affect their wellbeing.

Other registrable interests include:

- a) Any unpaid directorships
- b) Any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority.
- c) Any body (i) exercising functions of a public nature (ii) directed to charitable purposes or (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management.

Members Code – Non-registrable interests

Where a matter arises at a meeting which directly relates to your financial interest or wellbeing (and does not fall under disclosable pecuniary interests), or the financial interest or wellbeing of a relative or close associate, you must declare the interest.

Where a matter arises at a meeting which affects your own financial interest or wellbeing, a financial interest or wellbeing of a relative or close associate or a financial interest or wellbeing of a body included under other registrable interests, then you must declare the interest.

In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied:

Where a matter affects the financial interest or well-being:

- a) to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
- b) a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest.

You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

Agenda Item 3

REMUNERATION COMMITTEE

MINUTES of the meeting held on Monday, 16 October 2023 commencing at 11.30 am and finishing at 1.30 pm

Present:

Voting Members: Councillor Liz Leffman – in the Chair
Councillor Liz Brighthouse OBE (Deputy Chair)
Councillor John Howson
Councillor Glynis Phillips
Councillor Eddie Reeves

Other Members in Attendance: Councillor Yvonne Constance (virtually)

Officers:
Whole of meeting Martin Reeves, Chief Executive; Michael Fletcher, Head of HR Business Partnering

Agenda Item 1-5 **Officer Attending**
Colm Ó Caomhánaigh, Democratic Services Manager

The Committee considered the matters, reports and recommendations contained or referred to in the agenda for the meeting, together with a schedule of addenda tabled at the meeting and decided as set out below. Except as insofar as otherwise specified, the reasons for the decisions are contained in the agenda and reports and additional documents, copies of which are attached to the signed Minutes.

67/23 APOLOGIES FOR ABSENCE AND TEMPORARY APPOINTMENTS

(Agenda No. 1)

Apologies were received from Councillor Yvonne Constance who was unable to attend in person but attended virtually.

It was noted that after the agenda was published there was a change of membership of the Committee – Councillor John Howson replacing Councillor Alison Rooke – confirmed by Council on 7 November 2023.

68/23 DECLARATIONS OF INTEREST - SEE GUIDANCE NOTE

(Agenda No. 2)

There were no declarations of interest.

69/23 MINUTES

(Agenda No. 3)

The minutes of the meeting held on 5 October 2023 were approved.

70/23 PETITIONS AND PUBLIC ADDRESS

(Agenda No. 4)

There were no requests.

71/23 APPROVAL OF REDUNDANCY WITH COSTS EXCEEDING £100K

(Agenda No. 5)

This item was withdrawn.

72/23 EXEMPT MINUTES

(Agenda No. 6)

EXEMPT SESSION

The Committee **RESOLVED** that from this point onward the public will be excluded, and public webcast stopped for the duration of items 5 and 6 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 information contained in the report is exempt in that it falls within the following prescribed categories:

1. Information relating to a particular individual.
2. Information which is likely to reveal the identity of an 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.

The exempt minutes of the meeting held on 5 October 2023 were approved.

73/23 EXECUTIVE DIRECTOR ASSESSMENT

(Agenda No. 7)

Members conducted interviews.

RESOLVED: to recommend appointments to Council.

..... in the Chair

Date of signing

Agenda Item 5

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of the Local Government Act 1972.

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