

Divisions Affected - All

## **REMUNERATION COMMITTEE**

**2 February 2022**

### **Establishment of Remuneration (Appointments) Sub-Committee**

**Report by Director of Law and Governance**

## **RECOMMENDATION**

1. **The Committee is RECOMMENDED to**
  - a) **Agree to establish a Remuneration (Appointments) Sub-Committee to undertake the recruitment of a permanent Chief Executive**

## **Executive Summary**

2. In light of the agreement to mutually to serve notice to end the formal S113 Agreement between Oxfordshire County Council and Cherwell District Council the current joint Chief Executive will return to her substantive role as Chief Executive of Cherwell District Council. It is therefore necessary for OCC to make arrangements to appoint a permanent Chief Executive and Head of Paid Service.
3. This report seeks the Committees approval to establish a Remuneration (Appointments) Sub-Committee in line with the Officer Employment Procedure Rules as set out at part 8.4 of the Constitution.
4. The role of that Sub-Committee will be to make recommendations to Full Council on the appointment of the Chief Executive (Head of Paid Service).
5. The Constitution does not specify the make up of the Remuneration (Appointments) Sub-Committee. Previously the Sub-Committee has comprised 3 members, including Group Leaders.

## **Appointment of Sub-Committee**

6. The Constitution states at part 8 (4) (a) that recruitment and appointment of the Head of Paid Service is covered by Article 13.
7. The Constitution states at part 8 (4) (d) where the Council proposes to appoint an officer to whom this Rule applies and it is not proposed that the appointment be made exclusively from among its existing officers, the Council will:
  - (i) draw up a statement specifying the duties of the officer concerned and any qualifications or qualities to be sought in the person to be appointed;

- (ii) make arrangements for the post to be advertised in such a way as is likely to bring it to the attention of persons who are qualified to apply for it; and
  - (iii) make arrangements for a copy of the statement as to canvassing mentioned below to be sent to any person on request.
8. The sub-committee will be required to endorse the proposed documents detailed at paragraph 7 above. .

## **Financial Implications**

9. The existing budget only includes the provision for the Chief Executive's salary based on prior shared arrangements under the s113 agreement. . The impact cannot be quantified until permanent structures are put in place during 2022/23. It is proposed therefore, that any additional costs that may be incurred as the result of new structures are met from the contingency budget and addressed on a permanent basis as part of the Budget & Business Planning process for 2023/24.

## **Legal Implications**

10. The Chief Executive is the Head of Paid Service under Part 2, Article 13, Paragraph 1(d) of the Constitution.
11. The Remuneration Committee is responsible for undertaking the recruitment process of the designated Head of Paid Service (Chief Executive) and recommending the appointment to Council (Constitution Part 8.4)
12. The Local Authorities (Standing Orders) (England) (Regulations) 2001 (as amended set out the requirements for appointing a Head of Paid Service (Chief Executive). These requirements are also set out in Part 8.4 of the Council's Constitution. A proposed appointment of a Head of Paid Service must be notified to Cabinet Members, who will have the opportunity to raise any objections. The appointment must be approved by full Council.
13. In accordance with Section 7 of the Local Government and Housing Act 1989 when appointing a person to a paid office or employment within the Council the appointment shall be on merit.

Anita Bradley  
Director of Law and Governance

Annex: None

Background papers: None

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January 2022