

# Agenda

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## Appointments Committee

Date: **Tuesday 10 October 2017**

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Time: **4.00 pm**

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Place: **St Aldate's Room, Town Hall**

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For any further information please contact the Committee Services Officer:

**Pat Jones, Committee & Member Services Manager**

Telephone: 01865 252275

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If you intend to record the meeting, it would be helpful if you speak to the Committee Services Officer before the start of the meeting.

# Appointments Committee

## Membership Chair

## Vice-Chair

## Members (with substitutes)

Councillor Bob Price

Councillor Andrew Gant

Councillor Pat Kennedy

Councillor Gill Sanders

Councillor Ed Turner

The full membership is five councillors and the quorum for this meeting is three members, one of which must be a member of the City Executive Board. Substitute members are permitted.

These are shown above where notification of apologies and substitutes were received before the agenda was published. Apologies and substitutions sent after publication will be reported at the meeting.

## Copies of this agenda

Reference copies are available to consult in the Town Hall Reception. Agendas are published 6 working days before the meeting and the draft minutes a few days after.

All agendas, reports and minutes are available online and can be:

- viewed on our website – [mycouncil.oxford.gov.uk](http://mycouncil.oxford.gov.uk)
- downloaded from our website
- viewed using the computers in the Customer Services, St Aldate's, or
- subscribed to electronically by registering online at [mycouncil.oxford.gov.uk](http://mycouncil.oxford.gov.uk)

# AGENDA

Pages

**1 Appointment of Chair**

**2 Appointment of Vice-Chair**

Appointment of a Vice-Chair may not be considered necessary.

**3 Apologies for absence and substitutions**

**Part II - Matters Exempt from publication**

If the Committee wishes to exclude the press and public from the meeting during its consideration of the item on the exempt from publication part of the agenda, it will be necessary for the Committee to pass a resolution in accordance with the provisions of Section 100A(4) of the Local Government Act 1972 specifying the grounds on which their presence could involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act if and so long as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

(The Access to Information Procedure Rules at Section 16 of the Council's Constitution set out the conditions under which the public can be excluded from meetings).

**4 Confidential Minutes**

To be circulated separately.

**5 Extension to the Contract of the Interim Chief Executive**

**To consider the extension to the contract of the Interim Chief Executive.**

Confidential report to be circulated later.

Minute and Resolution from Council on 24<sup>th</sup> April 2017

As Chair of the Appointments Committee, Councillor Price proposed revised recommendations tabled at the meeting.

He explained that the Appointments Committee were interviewing candidates for the post of Interim Chief Executive In order to allow a proper handover before the current Chief Executive left it was not considered practicable to wait until Full Council could be convened to

confirm an appointment. Council must have an appointed Head of Paid Service as required in law.

**Council resolved:**

1. to delegate responsibility to and authorise the Appointments Committee to make an appointment to the position of Interim Chief Executive to replace Peter Sloman; and
2. that the Appointments Committee has authority to agree the start date and initial period of appointment and other terms of employment of the Interim Chief Executive as the committee considers reasonable; and
3. that the person appointed as Interim Chief Executive will, as set out in the Constitution, be designated as Head of Paid Service as required by the Local Government and Housing Act 1989, Section 4(1), from the first day of their formal employment in that role with Oxford City Council after the current Head of Paid Service ceases to be employed in the post of Chief Executive.

This report recommends an extension to the initial period.

## **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 (ie 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.

### **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". What this means is that the matter of interests must be viewed within the context of the Code as a whole and regard should continue to be paid to the perception of the public.

\*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.

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