

# Agenda

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## Appointments Committee

Date: **Thursday 19 December 2019**

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Time: **5.30 pm**

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Place: **Council Chamber - Oxford Town Hall**

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For any further information please contact the Committee Services Officer:

**Andrew Brown, Committee & Member Services Manager**

Telephone: 01865 252230

Email: [democraticservices@oxford.gov.uk](mailto:democraticservices@oxford.gov.uk)

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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\*** Councillor Susan Brown

**Vice-Chair\*** Councillor Linda Smith

**Members  
(with  
substitutes)** Councillor Andrew Gant

Councillor Pat Kennedy

Councillor Ed Turner

The full membership is five councillors and the quorum for this meeting is three members.

Substitute members are permitted and 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.

\*Substitutes for the Chair and Vice-chair do not take on these roles.

## 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 Apologies for absence and substitutions

## 2 Exclusion of press and public

If the Committee wishes to exclude the press and public from the meeting during its consideration of items 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).

**Recommendation:** to resolve to exclude the press and public from the meeting during its consideration of the remaining business on the agenda in accordance with the provisions of Section 100(4) of the Local Government Act 1972 because their presence could involve the disclosure of exempt information relating to candidates for interview as defined in paragraphs 1 and 2 of Part 1 Schedule 12A of that Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

## Part II - Matters Exempt from publication

## 3 Appointment of Interim Executive Director of Communities

To make an appointment to the post of Interim Executive Director of Communities.

Papers will be circulated separately to Committee members. Interviews will be held separately.

Exempt for reasons set out above: The public interest in maintaining the exemption is so that discussions and deliberations of the Committee about candidates are not compromised and so that the confidentiality of information provided by candidates is protected.

#### **4 Minutes - to confirm and sign the minutes of this meeting**

To confirm and sign the minutes of this meeting.

The minutes of the previous meeting were confirmed and signed at that meeting.

## **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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