

Committee: Personnel Committee
Date: Thursday 30 January 2014
Time: 7.30 pm
Venue: Bodicote House, Bodicote, Banbury, OX15 4AA

Membership

Councillor Lynn Pratt (Chairman)	Councillor Melanie Magee (Vice-Chairman)
Councillor Ken Atack	Councillor Ann Bonner
Councillor Norman Bolster	Councillor Mark Cherry
Councillor G A Reynolds	Councillor Alaric Rose
Councillor Lawrie Stratford	Councillor Rose Stratford
Councillor Lynda Thirzie Smart	Councillor Barry Wood

AGENDA

1. Apologies for Absence and Notification of Substitute Members

2. Declarations of Interest

Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

3. Petitions and Requests to Address the Meeting

The Chairman to report on any requests to submit petitions or to address the meeting.

4. Urgent Business

The Chairman to advise whether they have agreed to any item of urgent business being admitted to the agenda.

5. **Minutes** (Pages 1 - 4)

To confirm as a correct record the Minutes of the meeting of the Committee held on 11 December 2013.

6. **Chairman's Announcements**

To receive communications from the Chairman.

7. **Joint Honorarium Policy** (Pages 5 - 14)

Report of the Head of Transformation

Purpose of Report

To seek approval of the Council's Joint Honorarium Policy in Appendix 1.

Recommendations

The meeting is recommended;

- 1.1 To approve the new Joint Honorarium Policy (Appendix 1).
- 1.2 To agree to the implementation of the new joint policy with effect from 3 February 2014 subject to the Appointments and Personnel Committee at South Northamptonshire Council resolving in similar terms.

8. **Joint Fixed Term and Temporary Contracts Policy and Procedure** (Pages 15 - 36)

Report of Head of Transformation

Purpose of Report

To seek approval of the Council's Fixed Term and Temporary Contracts Policy and Procedure (Appendix 1) which is a joint policy and procedure with South Northamptonshire Council.

Recommendations

The meeting is recommended;

- 1.1 To approve the new Joint Fixed Term and Temporary Contracts Policy and Procedure (Appendix 1).
- 1.2 To agree the implementation of the new joint policy and procedure with effect from 3 February 2014, subject to the Appointments and Personnel Committee at South Northamptonshire Council resolving to similar effect

Pay Grades April 2013 - March 2014 - For Information

Councillors are requested to collect any post from their pigeon hole in the Members Room at the end of the meeting.

Information about this Meeting

Apologies for Absence

Apologies for absence should be notified to democracy@cherwellandsouthnorthants.gov.uk or 01295 221589 prior to the start of the meeting.

Declarations of Interest

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item.

Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

Evacuation Procedure

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

Access to Meetings

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named below, giving as much notice as possible before the meeting.

Mobile Phones

Please ensure that any device is switched to silent operation or switched off.

Queries Regarding this Agenda

Please contact Natasha Clark, Democratic and Elections
natasha.clark@cherwellandsouthnorthants.gov.uk, 01295 221589

Sue Smith
Chief Executive

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