

# Public Document Pack



**Cherwell**

DISTRICT COUNCIL  
NORTH OXFORDSHIRE

**Committee:** Personnel Committee  
**Date:** Monday 7 December 2020  
**Time:** 5.00 pm  
**Venue:** Virtual Meeting

## Membership

Councillor Jason Slaymaker (Chairman)	Councillor Mike Bishop (Vice-Chairman)
Councillor Andrew Beere	Councillor Sean Gaul
Councillor Simon Holland	Councillor Lynn Pratt
Councillor George Reynolds	Councillor Barry Richards
Councillor Les Sibley	Councillor Katherine Tyson
Councillor Douglas Webb	Councillor Barry Wood

Please note that only agenda items 1 to 7 are open to the press and public via telephone conferencing facilities. Upon request to the Democratic and Elections Officer listed on the front of this agenda, relevant details will be provided. All requests are to be received by 9:00am on Friday 4 December 2020.

## 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 5 - 8)**

To confirm as a correct record the Minutes of the meeting of the Committee held on 9 October 2020.

#### **6. Chairman's Announcements**

To receive communications from the Chairman.

#### **7. Exclusion of the Public and Press**

The following reports contain exempt information as defined in the following paragraphs of Part 1, Schedule 12A of Local Government Act 1972.

1 - Information relating to any 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)

4 – Information relating to any consultations or negotiations, or contemplated 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

Members are reminded that whilst the following item(s) have been marked as exempt, it is for the meeting to decide whether or not to consider each of them in private or in public. In making the decision, members should balance the interests of individuals or the Council itself in having access to the information. In considering their discretion members should also be mindful of the advice of Council Officers.

Should Members decide not to make a decision in public, they are recommended to pass the following recommendation:

“That, in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business, on the grounds that they could involve the likely disclosure of exempt information as defined in paragraphs 1, 2, 3 and 4 of Schedule 12A of that Act.”

#### **8. Establishment Changes Business Case (Pages 9 - 16)**

Exempt report of Assistant Director Property Investment and Contract Management

## **Information about this Meeting**

### **Apologies for Absence**

Apologies for absence should be notified to [democracy@cherwell-dc.gov.uk](mailto:democracy@cherwell-dc.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.

### **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 [democracy@cherwell-dc.gov.uk](mailto:democracy@cherwell-dc.gov.uk), 01295 221589

**Yvonne Rees**  
**Chief Executive**

Published on Friday 27 November 2020

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## **Cherwell District Council**

### **Personnel Committee**

Minutes of a meeting of the Personnel Committee held at Virtual Meeting, on 9 October 2020 at 10.30 am

Present:

Councillor Jason Slaymaker (Chairman)

Councillor Andrew Beere  
Councillor Lynn Pratt  
Councillor George Reynolds  
Councillor Barry Richards  
Councillor Les Sibley  
Councillor Katherine Tyson  
Councillor Douglas Webb  
Councillor Barry Wood

Apologies for absence:

Councillor Mike Bishop  
Councillor Sean Gaul  
Councillor Simon Holland

Officers:

Steve Jorden, Corporate Director Commercial Development, Assets & Investment & (Interim) Monitoring Officer  
Karen Edwards, Deputy Director Human Resources  
Natasha Clark, Governance and Elections Manager

#### **1      **Declarations of Interest****

There were no declarations of interests.

#### **2      **Petitions and Requests to Address the Meeting****

There were no petitions or requests to address the meeting.

#### **3      **Minutes****

The Minutes of the meeting of the Committee held on 11 June 2019 were agreed as a correct record, to be signed by the Chairman in due course.

4 **Chairman's Announcements**

There were no Chairman's announcements.

5 **Urgent Business**

There were no items of urgent business.

6 **Exclusion of Press and Public**

**Resolved**

That, in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business, on the grounds that they could involve the likely disclosure of exempt information as defined in paragraphs 1, 2, 3 and 4 of Schedule 12A of that Act.

7 **Establishment Changes Business Case**

The Corporate Director Commercial Development, Assets & Investment presented the exempt report of the Assistant Director Property Investment and Contract Management which set out a business case for establishment changes.

In considering the report, Members asked a number of question to which answers were duly provided by the Corporate Director Commercial Development, Assets & Investment and Director HR.

**Resolved**

- (1) As set out in the exempt minutes.
- (2) As set out in the exempt minutes.
- (3) As set out in the exempt minutes.

The meeting ended at 10.50 am

Chairman:

Date:

By virtue of paragraph(s) 1, 2, 4 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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