

Committee: Personnel and General Committee
Date: Tuesday 2 December 2008
Time: 5.30 pm
Venue: Bodicote House, Bodicote, Banbury, OX15 4AA

Membership

Councillor Lynda Thirzie Smart
(Chairman)
Councillor Ken Atack
Councillor Norman Bolster
Councillor Timothy Hallchurch
MBE
Councillor Russell Hurlle

Councillor Rose Stratford (Vice-Chairman)

Councillor Christopher Pack
Councillor G A Reynolds
Councillor Chris Smithson
Councillor Lawrie Stratford

Councillor Barry Wood
Councillor David Hughes

Substitutes

Any member from the relevant political group excluding members of PRP and Appeals Panel

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. Exclusion of the Public and Press

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

1 - Information relating to any individual.

4 – Information relating to any consultations or negotiation, or contemplated consultation or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holder 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 Local Government Act 1972, the press and public be excluded from the meeting for the following item(s) of business, on the grounds that they could involve the likely disclosure of exempt information as defined in paragraphs 1 and 4 of Schedule 12A of that Act.”

6. Applications for the Post of Head of Finance (Pages 1 - 2)

Summary

The purpose of this report is to ask the Committee to consider the applications received for the post of Head of Finance and to compile a “long list” of applications.

Recommendations

The Committee is **RECOMMENDED** to resolve to approve

- (1) A long list of applications to proceed to the next stage of the recruitment process
- (2) The delegation of authority to Julie Evans, Strategic Director, Customer Services and Resources, and Anne-Marie Scott, Head of Human Resources, to decide which candidates should go forward to the assessment centre following the technical interview on 3 December 2008.

Information about this Agenda

Apologies for Absence

Apologies for absence should be notified to democracy@cherwell-dc.gov.uk or 01295 221587 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. The definition of personal and prejudicial interests is set out in Part 5 Section A of the constitution. The Democratic Support Officer will have a copy available for inspection at all meetings.

Personal Interest: Members must declare the interest but may stay in the room, debate and vote on the issue.

Prejudicial Interest: Member must withdraw from the meeting room and should inform the Chairman accordingly.

With the exception of the some very specific circumstances, a Member with a personal interest also has a prejudicial interest if it is one which a Member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Member's judgement of the public interest.

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.

Queries Regarding this Agenda

Please contact James Doble, Legal and Democratic Services james.doble@cherwell-dc.gov.uk
(01295) 221587

Mary Harpley
Chief Executive

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