

**Committee:** Personnel Committee  
**Date:** Wednesday 10 June 2009  
**Time:** 4.00 pm  
**Venue:** Bodicote House, Bodicote, Banbury, OX15 4AA

### **Membership**

<b>Councillor Victoria Irvine (Chairman)</b>	<b>Councillor Rick Atkinson (Vice-Chairman)</b>	
<b>Councillor Ken Atack</b>	<b>Councillor G A Reynolds</b>	<b>Councillor Lynda Thirzie Smart</b>
<b>Councillor Norman Bolster</b>	<b>Councillor Chris Smithson</b>	<b>Councillor Barry Wood</b>
<b>Councillor Russell Hurle</b>	<b>Councillor Lawrie Stratford</b>	
<b>Councillor George Parish</b>	<b>Councillor Rose Stratford</b>	

**Substitutes** Any member from the relevant political group except Members of the 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. Minutes (Pages 1 - 7)**

To confirm as a correct record the Minutes of the meeting of the Committee held on 29 April 2009 and 20 May 2009.

**6. 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.

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 items 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.”

**7. Appointment of the Head of Finance (Pages 8 - 17)**

Interview for the post of Head of Finance.

Copies of documents related to the post are attached.

Members are reminded of the Council’s policy that only those who are present throughout the entire interviewing process may participate in the selection procedure and voting.

## **Information about this Agenda**

### **Apologies for Absence**

Apologies for absence should be notified to Alexa Coates, Legal and Democratic Services alexa.coates@cherwell-dc.gov.uk (01295) 221591 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 Alexa Coates, Legal and Democratic Services alexa.coates@cherwell-dc.gov.uk (01295) 221591

**Mary Harpley**  
**Chief Executive**

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