

**Committee:** Joint Personnel Committee  
**Date:** Wednesday 11 January 2012  
**Time:** 7.00 pm  
**Venue:** Springfields, Towcester, Northants NN12 6AE

### **Membership**

<b>Councillor Barry Wood (Chairman)</b>	<b>Councillor Mary Clarke (Vice-Chairman)</b>
<b>Councillor Ken Atack</b>	<b>Councillor Caryl Billingham</b>
<b>Councillor Rebecca Breese</b>	<b>Councillor Rupert Fordham</b>
<b>Councillor Rosie Herring</b>	<b>Councillor Victoria Irvine</b>
<b>Councillor G A Reynolds</b>	<b>Councillor Leslie F Sibley</b>

## **AGENDA**

**1. Apologies for Absence**

**2. Declarations of Interest**

Members are asked to declare any interest and the nature of that interest that 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 or urgent business being admitted to the agenda.

5. **Minutes** (Pages 1 - 2)

To confirm as a correct record the Minutes of the meeting held on 13 November 2011.

6. **Exclusion of the Press and Public**

The following items of business 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 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 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. **Long-Listing of Applications for the Posts of Head of Transformation and Head of Regeneration and Housing**

Please note that due to the closing date for these posts it is not possible to supply the relevant information at the time of publication, however the information will be circulated under separate cover as soon as it is received from Veredus.

**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@cherwell-dc.gov.uk](mailto: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 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.

### **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 James Doble, Law and Governance [james.doble@cherwell-dc.gov.uk](mailto:james.doble@cherwell-dc.gov.uk), 01295 221587

**Sue Smith**  
**Chief Executive**

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# Agenda Item 5

## Cherwell District Council

### Joint Personnel Committee

Minutes of a meeting of the Joint Personnel Committee held at Springfields, Towcester, Northants NN12 6AE, on 16 November 2011 at 7.00 pm

Present: Councillor Barry Wood (Chairman)  
Councillor Mary Clarke (Vice-Chairman)

Councillor Caryl Billingham  
Councillor Rebecca Breese  
Councillor Rupert Fordham  
Councillor Rosie Herring  
Councillor Victoria Irvine  
Councillor Leslie F Sibley

Substitute Members: Councillor Norman Bolster (In place of Councillor Ken Atack)  
Councillor Lawrie Stratford (In place of Councillor G A Reynolds)

Also Present: Jonathan Clark (Veredus)

Apologies for absence: Councillor Ken Atack  
Councillor G A Reynolds

Officers: Sue Smith, Chief Executive  
James Doble, Democratic, Scrutiny and Elections Manager  
(Minutes 48 to 51 only).

#### 47 **Declarations of Interest**

There were no declarations of interest.

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

There were no petitions or requests to address the meeting.

#### 49 **Urgent Business**

There was no urgent business.

50 **Minutes**

The minutes of the meetings held on 1 September, 9 September, 12 September (2 meetings), 23 September and 26 September 2011 (2 meetings) were agreed as a correct record and signed by the Chairman.

51 **Exclusion of the Public and Press**

**Resolved**

That, in accordance with Section 100A(4) of 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 and 3 of Schedule 12A of that Act.

52 **Interview for Head of Service Post**

The committee considered the application that had been received for the post of Head of Service. The committee saw the applicant and asked them a number of questions.

Following the interviews the committee evaluated the application and considered the supporting information.

**Resolved**

- (1) That having considered the application the committee decided that the candidate did not meet the requirements of the post and that no appointment to the post should be made.

The meeting ended at 9.12 pm

Chairman:

Date: