

# Public Document Pack



**South Northamptonshire Council**

**Committee:** Joint Appraisal Sub Committee  
**Date:** Thursday 5 March 2015  
**Time:** 7.00 pm  
**Venue:** Bodicote House, Bodicote, Banbury, Oxfordshire  
OX15 4AA

## Membership

<b>Councillor Caryl Billingham (Chairman)</b>	<b>Councillor Lynn Pratt (Vice-Chairman)</b>
<b>Councillor Ken Attack</b>	<b>Councillor Rebecca Breese</b>
<b>Councillor Mary Clarke</b>	<b>Councillor Surinder Dhesi</b>
<b>Councillor Rupert Fordham</b>	<b>Councillor Barry Wood</b>

## Substitutes

<b>Councillor G A Reynolds</b>	<b>Councillor Rosie Herring</b>
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## 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.

Cherwell District Council  
Bodicote House  
Bodicote  
Banbury  
Oxfordshire  
OX15 4AA

South Northamptonshire Council  
Springfields  
Towcester,  
Northamptonshire  
NN12 6AE

#### **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 - 6)**

To confirm as a correct record the Minutes of the meeting held on 19 November 2014.

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

The following item of business 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 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 has been marked as exempt, it is for the meeting to decide whether or not to consider it 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 under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the ground that, if the public and press were present, it would be likely that exempt information falling under the provisions of Schedule 12A, Part 1, Paragraphs 1 and 4 would be disclosed to them, and that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.”

#### **7. Chief Executive's Appraisal (Pages 7 - 100)**

Appraisal documents are attached for Joint Appraisal Sub-Committee members.

## **Information about this Meeting**

### **Apologies for Absence**

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

### **Evacuation Procedure**

When the alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the assembly point 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](mailto:natasha.clark@cherwellandsouthnorthants.gov.uk), 01295 221589

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

Published on Wednesday 25 February 2015

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# Agenda Item 5

## Cherwell District Council and South Northamptonshire Council

### Joint Appraisal Sub Committee

Minutes of a meeting of the Joint Appraisal Sub Committee held at Council Offices, Springfields, Towcester, Northants NN12 6AE, on 19 November 2014 at 7.00 pm

Present: Councillor Caryl Billingham (Chairman)  
Councillor Lynn Pratt (Vice-Chairman)

Councillor Ken Atack  
Councillor Rebecca Breese  
Councillor Mary Clarke  
Councillor Surinder Dhese  
Councillor Barry Wood

Substitute Members: Councillor Rosie Herring (In place of Councillor Rupert Fordham)

Apologies for absence: Councillor Rupert Fordham

Officers: Dave Parry, Democratic and Elections Officer

#### 1 **Appointment of Chairman for the Municipal Year 2014/15**

##### **Resolved**

That Councillor Caryl Billingham be appointed Chairman for the municipal year 2014/15.

#### 2 **Appointment of Vice-Chairman for the Municipal Year 2014/15**

##### **Resolved**

That Councillor Lynn Pratt be appointed Vice-Chairman for the municipal year 2014/15.

#### 3 **Declarations of Interest**

There were no declarations of interest.

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

There were no petitions or requests to address the meeting.

5 **Urgent Business**

There were no items of urgent business.

6 **Minutes**

The Minutes of the meeting of the Committee held on 6 March 2014 were agreed as a correct record and signed by the Chairman.

7 **Exclusion of Public and Press**

**Resolved**

That under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the ground that, if the public and press were present, it would be likely that exempt information falling under the provisions of Schedule 12A, Part 1, Paragraphs 1 and 4 would be disclosed to them, and that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

8 **Chief Executive's Appraisal - Mid Year Review Meeting**

In the absence of the Director for Local Government Services, East Midlands Councils, the Democratic and Elections Officer supported the sub-committee on their role in carrying out the mid-year appraisal for the Chief Executive.

The Sub-Committee invited the Chief Executive to join the meeting and reviewed progress against the agreed objectives for 2014/15.

**Resolved**

- (1) That the Chief Executive be thanked for the contribution she had made since her annual appraisal and her achievements be noted (exempt annex to the minutes, as set out in the minute book).
- (2) That the update against the objectives for 2014/15 (exempt annex to the minutes, as set out in the minute book) be agreed.

The meeting ended at 9.25 pm

Chairman:

Date:

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

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