

Council



Listening Learning Leading

Contact Officer: Steven Corrigan

Tel: 01235 540307

E-mail: steven.corrigan@southoxon.gov.uk

Date: 11 February 2015

Website: <http://www.southoxon.gov.uk>

Summons to attend a meeting of Council

to be held on

THURSDAY 19 FEBRUARY 2015 AT 6.00 PM

at

**THE FOUNTAIN CONFERENCE CENTRE, HOWBERY PARK,
CROWMARSH GIFFORD, WALLINGFORD OX10 8BA**

MARGARET REED
Head of Legal and Democratic Services

Note: Please remember to sign the attendance register.

Agenda

Map

A map showing the location of Howbery Park is attached, as is a plan showing the location of the Fountain Conference Centre on the Howbery Park site.

1 Apologies

2 Declaration of disclosable pecuniary interest

To receive any declarations of disclosable pecuniary interests in respect of items on the agenda for this meeting.

3 Minutes of the previous meeting (Pages 8 - 9)

To adopt and sign as a correct record the minutes of the Special Council meeting (**attached**) and Council meeting held on 11 December 2014.

4 Chairman's announcements

To receive any announcements from the chairman.

5 Questions from the public and public participation

Any statements or questions from members of the public will be made at the meeting.

6 Questions under Council procedure rule 34

To receive questions from members of the council under Council procedure rule 34.

Question from Eleanor Hards to Angie Paterson, Cabinet Member for Planning Policy

"At the end of last year the government revised to ten units the threshold below which local planning authorities would not be able to require a proportion of new housing to be affordable.

However, for Areas of Outstanding Natural Beauty local planning authorities may reduce this threshold to five to recognise the fact that development sites here tend to be smaller.

Is the Council intending to adopt such a policy?"

7 Community infrastructure levy - draft charging schedule

Cabinet, at its meeting on 12 February 2015, will consider a report on the

consultation comments received on the Community Infrastructure Levy Preliminary Draft Charging Schedule and recommend changes to the Draft Charging Schedule for public consultation and to submit to the Secretary of State for formal examination.

The report of the head of planning, which Cabinet will consider on 12 February 2015, was circulated to all councillors. Please bring this report to the meeting.

The recommendation of Cabinet will be circulated to councillors on Friday 13 February 2015.

8 Treasury management mid-year report 2014/15

Cabinet, at its meeting on 12 February 2015, will consider a monitoring report on the treasury management activities for the first six months of 2014/15.

The report of the head of finance, which Cabinet will consider on 12 February 2015, was circulated to all councillors. Please bring this report to the meeting.

The recommendation of Cabinet will be circulated to councillors on Friday 13 February.

9 Treasury management strategy 2015/16 to 2017/18

Cabinet, at its meeting on 12 February 2015, will consider a report on the council's treasury management strategy (TMS) for 2015/16 to 2017/18 and set out the expected treasury operations for this period.

The report of the head of finance, which Cabinet will consider on 12 February 2015, was circulated to all councillors. Please bring this report to the meeting.

The recommendation of Cabinet will be circulated to councillors on Friday 13 February 2015.

10 Medium term financial strategy 2015/16 - 2019/20

Cabinet, at its meeting on 12 February 2015, will consider a report on the medium term financial strategy for 2015/16 to 2019/20.

The report of the head of finance, which Cabinet will consider on 12 February 2015, was circulated to all councillors. Please bring this report to the meeting.

The recommendation of Cabinet will be circulated to councillors on Friday 13 February 2015.

11 Budget 2015/16

The Cabinet, at its meeting on 12 February 2015, will consider a report on the council's revenue budget 2015/16 and capital programme to 2019/20.

The report of the Head of Finance, which Cabinet will consider on 12 February 2015, was circulated to all councillors. Please bring this report to the meeting.

The recommendation of Cabinet will be circulated to councillors on Friday 13 February 2015.

12 Council tax 2015/16

To consider the report of the head of finance on the setting of the council tax for the 2015/16 financial year (report to follow).

13 Pay policy statement (Pages 10 - 13)

To consider the report of the Head of HR, IT and technical services on the adoption of a pay policy statement to meet the requirements of the Localism Act (**report attached**).

14 Urgent Cabinet decision

In accordance with the overview and scrutiny procedure rules, a cabinet decision can be taken as a matter of urgency, if any delay by the call-in process would seriously prejudice the council's or the public's interest. Treating the decision as a matter of urgency must be agreed by the chairman of the Scrutiny Committee and must be reported to the next meeting of the council, together with the reasons for urgency.

Mr J Cotton, Leader of the council will report that on 20 December 2014 he took a decision to transfer £1,000,000 from the provisional capital programme to the approved capital programme to deliver the extension of the Better Broadband for Oxfordshire programme for South Oxfordshire and approve a virement of £90,000 from contingency in 2014/15 to provide additional funding for the delivery of the broadband project. The chairman of the scrutiny committee agreed to waive call-in because any delay could impact on the timetable for the delivery of the project and prejudice both the council's and the public's interests.

15 Motions under Council procedure rule 41

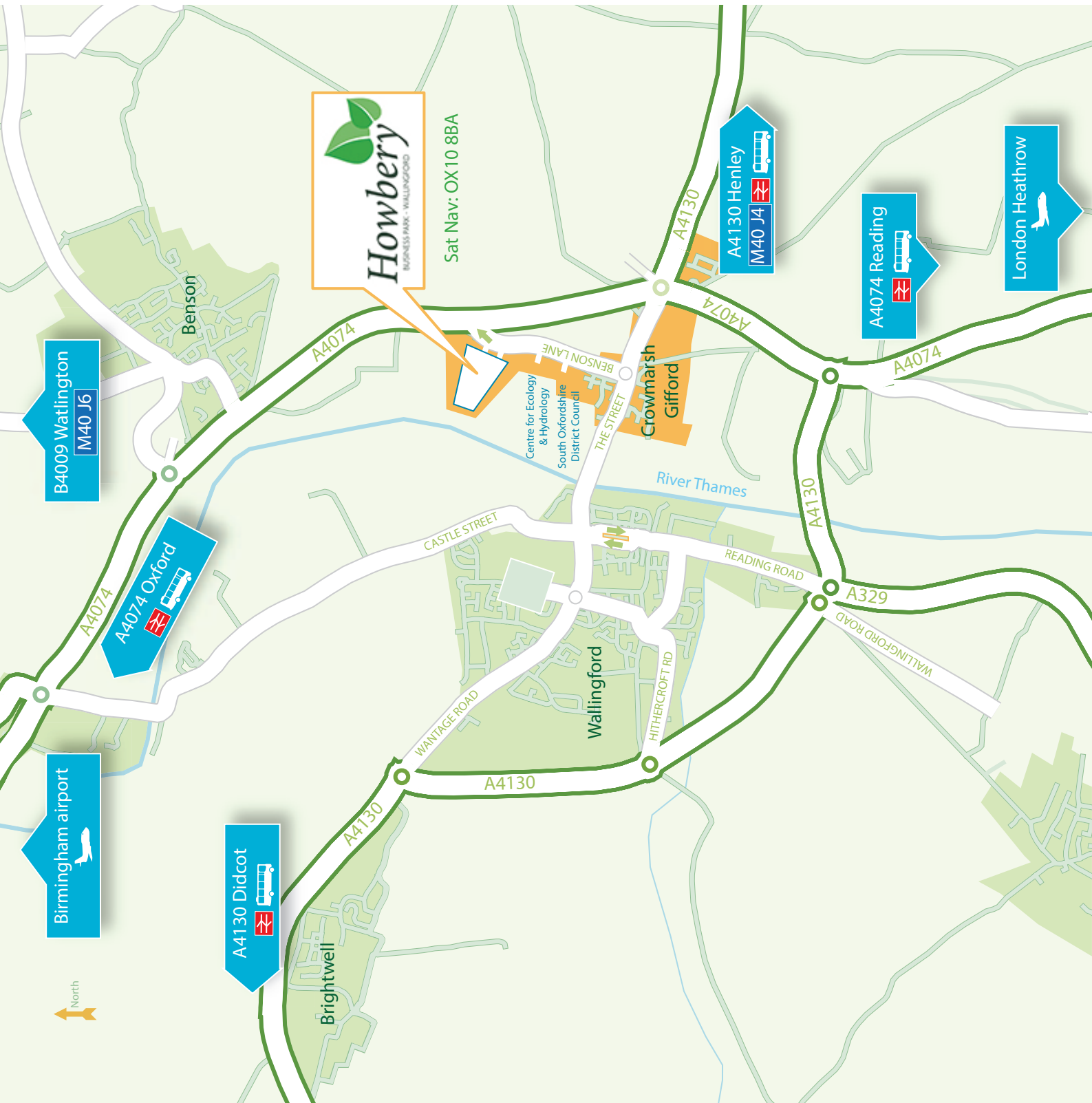
To receive the following motion under Council procedure rule 41.

Motion to be proposed by Angie Paterson, seconder to be notified.

Council places on record its sincere thanks and appreciation to its emergency team in particular, and all officers, for their efforts and resilience in ensuring the restoration of services following the devastating fire at the Crowmarsh offices. Council also thanks John Cotton, Leader of the council, for his additional commitment and support during this time. Council would also like pay tribute to the fire service and police for their tremendous work and support.

MARGARET REED

Head of Legal and Democratic Services



finding your way around **Agenda Annex** howbery park

HR Wallingford
Howbery Park
Wallingford
Oxfordshire OX10 8BA
United Kingdom
T +44 (0)1491 835381
F +44 (0)1491 832233
info@hrwallingford.com
www.hrwallingford.com



Minutes

OF A SPECIAL MEETING OF THE

Council



Listening Learning Leading

HELD AT 10.00 AM ON THURSDAY 11 DECEMBER 2014

COUNCIL CHAMBER, DISTRICT COUNCIL OFFICES, CROWMARSH
GIFFORD

Present:

Ann Midwinter (Chairman)

Margaret Turner, Anna Badcock, Roger Bell, David Bretherton, Dorothy Brown, Janet Carr, Celia Collett, MBE, Bernard Cooper, John Cotton, Kristina Crabbe, Philip Cross, Pat Dawe, Leo Docherty, David Dodds, Elizabeth Gillespie, Mark Gray, Will Hall, Tony Harbour, Marcus Harris, Neville F Harris, Stephen Harrod, Marc Hiles, Elizabeth Hodgkin, Malcolm Leonard, Lynn Lloyd, Judith Nimmo-Smith, Angie Paterson, Anne Purse, Christopher Quinton, Alan Rooke, David Turner, Michael Welply and Jennifer Wood.

Apologies:

Joan Bland, Felix Bloomfield, Margaret Davies, Eleanor Hards, Paul Harrison, Imran Lokhon, Denise Macdonald, Bill Service, Robert Simister and Pearl Slatter tendered apologies.

Officers: Steve Bishop, David Buckle, Steven Corrigan, Jeanette Cox, Kathy Fiander, William Jacobs, Anna Robinson and Margaret Reed.

Also present: Catherine Tustian and Sarah Ducker.

31 Local Government Act 1972 - Honorary Alderman

Mr John Cotton, Leader of the council, moved and Mrs Celia Collett, Leader of the Independent Group, seconded the following motion:

That in accordance with section 249 of the Local Government Act 1972, Council admits Mrs Ann Ducker, MBE as an Honorary Alderman of South Oxfordshire District Council in recognition of the eminent services that she rendered to the council and the local community for many years.

Mr Cotton noted that if Council agreed the motion Mrs Ducker would be the first councillor to appear on the past chairman, past leader and honorary alderman boards.

Mr D Turner, Leader of the Liberal Democrat Group, addressed Council in support of the motion.

RESOLVED (unanimously)

To admit Mrs Ann Ducker, MBE as an Honorary Alderman of South Oxfordshire District Council, in accordance with Section 249 of the Local Government Act 1972, in recognition of the eminent services that she rendered to the council and the local community for many years.

Councillor Ann Midwinter, Chairman of the council, presented Mrs Ducker's daughters, Catherine Tustian and Sarah Ducker, with an honorary alderman scroll.

Catherine and Sarah responded by thanking Council for the award for their mother.

Those present witnessed the unveiling of the Honorary Alderman's board now containing Mrs Ducker's name.

The meeting closed at 10:30 am

Chairman

Date

Council Report



Listening Learning Leading

Report of Head of HR, IT and Technical Services

Author: Andrew Down

Telephone: 01235 540372

E-mail: andrew.down@southandvale.gov.uk

To: Council

Date: 19 February 2015



Pay policy statement 2015-16

Recommendation

That Council approve the attached statement of pay policy for 2015-16.

Purpose of report

1. The Localism Act 2011 requires the council to produce and publish annually a pay policy statement. By approving the attached statement the council will discharge this responsibility.

Background

2. The purpose of the pay policy statement is to promote transparency on public sector pay, particularly in relation to remuneration of senior officers. Comparisons are also made with the remuneration of the lowest paid employees and with average salaries.
3. The pay policy statement must be approved by 31 March each year, by a meeting of the full council. The pay policy statement may be amended during the year by further resolution of the council.
4. Once approved, the pay policy statement must be published on the council website and by any other means that the council sees fit.
5. Because officers of each council are placed at the disposal of the other and their costs are shared, the pay policy statement attached has been drafted jointly with Vale of White Horse District Council.

Recommendation

6. Council is asked to approve the pay policy statement for 2015-16.

Background papers

None



Listening Learning Leading

Pay Policy Statement for 2015-16

INTRODUCTION

1. This is a joint statement of South Oxfordshire and Vale of White Horse District Councils.
2. The Localism Act 2011 requires each council to produce and publish annually a pay policy statement. The statement must be approved by 31 March each year, by a meeting of the full council, and must then be published on the council's website. The pay policy statement may be amended during the year by further resolution of the council.
3. The pay policy statement must as a minimum include details of the council's policy on:
 - the remuneration of its chief officers
 - the remuneration of its lowest-paid employees
 - the relationship between the remuneration of its chief officers and other officers.
4. For the purposes of the Localism Act 2011 and this statement, the term "chief officers" is defined by Section 2 of the Local Government and Housing Act 1989. For these councils, the term "chief officers" refers to the chief executive, strategic directors, and heads of service.
5. Chief officers may be employed by either council, and are placed at the disposal of the other by means of an agreement made under Section 113 of the Local Government Act 1972.

REMUNERATION OF CHIEF OFFICERS

6. Chief officers are paid a spot salary. The spot salaries which apply for the whole of 2015-16 are increased by 2.0 per cent from the 2014-15 salaries, and are as follows:
 - chief executive: £134,919
 - strategic directors: £103,137
 - heads of service: £77,418.

7. Where heads of service have previously received additional allowances for the responsibilities of monitoring officer or Section 151 officer, their total salaries may be protected at a higher level.
8. Chief officers do not receive any performance-related pay or bonuses.
9. The chief executive has been appointed as the councils' returning officer. In this role he receives additional remuneration, which varies from year to year. He may also employ other chief officers to support him in his work. Fees payable for district and parish council elections have been agreed by each council. Fees for other types of election are agreed and payable by the government or other bodies such as Oxfordshire County Council.
10. Chief officers do not receive essential car user allowances, overtime, on-call or stand-by payments.
11. On recruitment of a new strategic director or head of service, the gross base salary on recruitment will be the spot salary stated in paragraph 6.
12. On recruitment of a new chief executive, the gross base salary will be recommended by the Joint Cabinet Board and put to the vote at each full council.
13. In the event of a chief officer's post becoming redundant, any severance payment will be made on the same basis as to any other employee, according to the council's managing organisational change policy. Other than any pension to which they are statutorily entitled, no other payments will be made to chief officers on their ceasing to be employees of the council unless in settlement of any dispute.
14. Chief officers' contributions to the Local Government Pension Scheme (LGPS) are determined by their salary and by the rules of the scheme. For those who are members of the LGPS and paying contributions on the whole of their salary, heads of service currently pay 9.9 per cent of their salary into the scheme, while directors and the chief executive pay 11.4 per cent.
15. No enhancements will normally be paid to chief officers' pensions other than in the event of a chief officer being offered early retirement on efficiency grounds, and only then with the approval of the Audit and Corporate Governance Committee (South), or Council or a committee with delegated authority (Vale).
16. The councils will not re-employ a chief officer who has left their employment and is now drawing a local government pension, unless there are exceptional circumstances.

LOWEST-PAID EMPLOYEES

17. Although the councils have not sought accreditation as a "Living Wage Employer", our policy is that our employees' salaries should meet or exceed the Living Wage rate which is currently £7.85 per hour.

18. The lowest salary paid for 2015-16 to staff currently on the payroll will be £16,617. The chief executive's salary is thus 8.12 times the salary of the lowest-paid member of staff.

REMUNERATION OF CHIEF OFFICERS COMPARED WITH OTHER OFFICERS

19. Employees who are not chief officers are paid according to locally agreed pay scales, with annual increments paid until the employee reaches the top of the scale. These pay scales will increase by 2.0 per cent with effect from 1 April 2015.
20. The Department for Communities and Local Government (DCLG) published in September 2011 a code of recommended practice for local authorities on data transparency. This code of practice recommends publishing the "pay multiple", the ratio between the highest paid salary and the median average salary of the whole of the authority's workforce. For these councils the median salary during 2015-16 will be £32,314 (based on current data). The pay multiple defined above is thus 4.18.