

**Democratic Services**

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17 April 2018

**SUMMONS TO ATTEND**

**MEETING:** WEST OXFORDSHIRE DISTRICT COUNCIL  
**PLACE:** COUNCIL CHAMBER, COUNCIL OFFICES, WOODGREEN, WITNEY  
**DATE:** WEDNESDAY 25 APRIL 2018  
**TIME:** 2.00 PM

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**RECORDING OF MEETINGS**

The law allows the council's public meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Committee Officer know before the start of the meeting.

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**A G E N D A**

- 1. Minutes of the meeting held on 28 February 2018 (previously circulated)**
- 2. Apologies for Absence**
- 3. Declarations of Interest**

To receive any declarations of interest from Councillors relating to items to be considered at the meeting, in accordance with the provisions of the Council's Local Code of Conduct, and any from Officers.
- 4. Receipt of Announcements**

To receive any announcements from The Chairman, Leader, Members of the Cabinet or the Head of Paid Service.
- 5. Participation of the Public**

To receive any submissions from members of the public, in accordance with the Council's Rules of Procedure.
- 6. Recommendations from the Executive and the Council's Committees**

No recommendations have been made by the Cabinet and the Council's Committees during the period from 14 March to 19 April 2018.
- 7. Reports of the Cabinet and the Council's Committees (copies attached)**

To receive the reports of the following meetings of the Cabinet and the Council's Committees. Unless otherwise stated, copies are attached:

- |     |  |               |                  |
|-----|--|---------------|------------------|
| (a) | <a href="#">Cabinet</a>  | 14 March 2018 |                  |
| (b) | <a href="#">Economic and Social Overview and Scrutiny Committee</a>    | 22 March 2018 |                  |
| (c) | <a href="#">Finance and Management Overview and Scrutiny Committee</a> | 11 April 2018 |                  |
| (d) | Economic and Social Overview and Scrutiny Committee                    | 17 April 2018 | <b>To Follow</b> |
| (e) | Cabinet  | 18 April 2018 | <b>To Follow</b> |

**8. Review of the Human Resources Committee (Report of the Head of Democratic Services – copy attached)**

Purpose:

To consider the possible dis-establishment of the Human Resources Committee, with effect from the annual meeting of the Council on 16 May 2018.

Recommendations:

- (a) That the Human Resources Committee is not re-appointed with effect from the 2018/19 municipal year;
- (b) That Publica be authorised to apply any annual pay awards to those staff employed by the Council;
- (c) That the Group Manager (Legal and Property) be authorised to take any necessary decisions relating to the employment of the Legal Executive;
- (d) That the Audit and General Purposes Committee be delegated the authority to make any necessary decisions relating to the remaining posts specified under paragraph 3.4 of the report which are not reserved by law to Council;
- (e) That a report be presented to a future meeting of the Audit and General Purposes Committee to address the issue and explain or seek authority for the necessary procedures for the appointment or dismissal of persons from the Council retained posts, including disciplinary and grievance procedures; and
- (f) That the Monitoring Officer be authorised to make any necessary changes to the Council's constitution as a result of the changes approved pursuant to this report.

**9. Sealing of Documents (copy attached)**

Purpose:

To note the documents sealed since the last report.

Recommendation:

That the report be noted.



Giles Hughes  
Head of Paid Service