

# The Remuneration Committee

## 1. Remuneration Committee

The Council will establish a Remuneration Committee.

## 2. Composition

The Remuneration Committee will comprise six county councillors and membership will be in accordance with the rules on political proportionality.

## 3. Role and function

- (1) To make recommendations to Council on the content of an annual pay policy statement for each forthcoming year;
- (2) In reviewing and developing recommendations on the annual pay policy statement, to take into account:
  - appropriate independent advice; and
  - the comments of Oxfordshire County Councillors.
- (3) To undertake the functions in relation to the appointment etc. of staff specified in Paragraph 37 in Section I of Schedule 1 to the Functions Regulations, including:
  - the appointment of all Strategic Directors, the Director of Adult Services, the Director of Children's Services and the Director of Finance;
  - making recommendations to Council as to the appointment of the Head of the Paid Service;
  - agreeing changes to the salaries and remuneration of statutory and non-statutory Chief Officers provided such changes are in accordance with the Council's pay policy statement as required by Section 41 of the Localism Act 2011.
- (4) In the case of any office or body which has not been identified by the Cabinet and endorsed by the Council as strategic, the functions relating to appointment of individuals to offices or bodies as specified in Paragraph 19 of Schedule 2 to the Functions Regulations.
- (5) In the case of matters for which the Cabinet is not responsible, the making of agreements with other local authorities for the placing of staff at the disposal of those other authorities as specified in Paragraph 20 of Schedule 2 to the Functions Regulations.
- (6) In addition to the recommendation of an annual pay policy statement, to make an annual report to Council on the work of the Committee.

#### **4. Validity of proceedings**

A meeting of the Remuneration Committee shall not be quorate unless at least three members are present for the duration of the meeting.

The convening and conduct of meetings will be in accordance with the Council Procedure Rules approved by Council.

#### **5. Pension Benefits Sub-Committee**

(1) The Remuneration Committee will appoint a Pension Benefits Sub-Committee which will have the following functions:

- (i) This Sub-Committee will determine early retirement cases only where the Council has discretion e.g. ill health retirement.
- (ii) The functions relating to Local Government Pensions for which the Pension Fund Committee is not responsible.

(2) The Pension Benefit Sub-Committee will meet as needed and its membership will be:

- (i) A member of the Remuneration Committee (or substitute)
- (ii) Two other members of the Council.

#### **6. Early Retirement**

(1) The Remuneration Committee delegates consideration and approval of all other early retirement cases (save those delegated to Pension Benefits Sub-Committee) to Council Directors with concurrence from the Director of Human Resources.

(2) The Remuneration Committee wishes to receive a report each quarter on all redundancies and early retirements including associated costs.