Standards Committee

Minutes – 2 December 2013

Attendance

Members
Cllr Bert Turner (chair)
Cllr Peter O'Neill
Cllr Tersaim Singh
Cllr Andrew Wynne

Employees

Keith Ireland	Strategic Director, Delivery
Peter Oakeshott	Head of Procurement
Martyn Sargeant	Democratic Services Manager
Wendy Trainor	Interim Chief Legal Officer
Linda Banbury	Democratic Support Officer

Item No.	*Title*	*Action*
	MEETING BUSINESS ITEMS	
1.	**Apologies for Absence** There were no apologies for absence.	-
2.	**Declarations of interest** No interests were declared.	-
3.	**Minutes of previous meeting** Resolved: That the minutes of the meeting held on 14 October 2013 be approved as a correct record.	-
4.	**Matters arising** There were no matters arising from the previous meeting.	-
	DECISION ITEMS	
5.	**Report of the Independent Remuneration Panel** A report was presented, which outlined the recommendations of the	John Wright/ Linda

Special Advisory Group regarding the review of councillors' allowances undertaken by the Independent Remuneration Panel. Keith Ireland drew attention to section 3.1 – 2 of the report and, noting that there was more than one group of employees employed by the council, suggested that it should be re-drafted as follows to reflect the specific group intended: Banbury

> For the municipal years 2014/15 – 2017-18 the Basic Allowance be increased at the same rate as any pay increases awarded to employees subject to Single Status Agreements.

Resolved:

(a) That full Council be recommended to approve the recommendations of the Special Advisory Group in regard to a Councillors' Allowance Scheme incorporating the following:

1. The Basic Allowance to remain at £8,980

2. For the municipal years 2014/15 – 2017/18 the Basic Allowance be increased at the same rate as any pay increases awarded to employees subject to Single Status Agreements.

3. SRA's be paid to councillors holding the following posts:

	From 4 June 2014
Leader of the Council	£25,000
Deputy Leader of the Council	£20,000
Leader of the Opposition	£15,000
Deputy Leader of the Opposition	£2,500
Leader of a Minority Opposition Group	£2,500
Portfolio Holders	£15,000
Chair of the Scrutiny Board	£15,000
Chair of a Scrutiny Panel	£10,000
Chair of the Planning Committee	£15,000
Chair of the Petitions Committee	£10,000
Chair of the Licensing Committee	£15,000
Chair of the Audit Committee	£10,000
Chair of the Pensions Committee	£10,000
Chair of the Human Resources Appeals Panel	£2,500
Vice Chair of Scrutiny Board	£2,500
Vice Chairs of Scrutiny Panels	£2,500
Vice Chair of Planning Committee	£5,000
Vice Chair of Petitions Committee	£2,500

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Vice Chair of the Licensing Committee	£5,000
Vice Chair of Audit Committee	£2,500
Vice Chair of the Pensions Committee	£2,500
Member Champion	£2,500
Mayor	£20,000
Deputy Mayor	£5,000

4 No change be made to the current Dependant Carers' Allowance.

5. No change be made to the current Travelling and Subsistence Allowances.

6. That no change be made to the current Co-optees Allowances.

(Note: Councillor Andrew Wynne advised that the Conservative Group reserved their position on the recommendations and would present alternative proposals to full Council on 18 December 2013)

6. **Procurement Procedure – Update** — Peter Oakeshott/ Linda Banbury

A report was presented, which outlined the policy and procedures for the procurement of goods, works and services at the city council, replacing the Contract Procedure Rules incorporated within the council's Constitution and ensuring the inclusion of recent legislation. The Special Advisory Group had agreed the Procedures, detailed at Appendix 1 of the report, for ratification by the Standards Committee and full Council.

Responding to a question regarding the opening of tenders, Keith Ireland advised that this was a legal process that did not require the involvement of councillors. However, the relevant Portfolio Holders were consulted following the evaluation of tenders prior to submission for approval by the Cabinet (Resources) Panel. Changes had been made in order to provide more detailed information to the Panel on the individual contracts and any variations made following the opening of the tenders was fully documented for audit purposes and included in the reports to the Cabinet (Resources) Panel. He advised that the electronic portal had been launched that day, which would enable to increase and improve electronic communication with contractors.

Peter Oakeshott advised that the current system would not allow for the submission of a bid after the deadline.

Resolved:

That full Council be recommended, as part of the on-going review and development of the procurement function, to approve the inclusion of the procurement procedures within the Council's Constitution, replacing the existing contract procedure rules.

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