

Tuesday, 18 October 2022

Tel: 01993 861522

Email: democratic.services@westoxon.gov.uk

PERFORMANCE AND APPOINTMENTS COMMITTEE

You are summoned to a meeting of the Performance and Appointments Committee which will be held in Committee Room 1, Woodgreen, Witney OX28 1NB on **Wednesday, 26 October 2022 at 4.15 pm.**

At **2.00 pm** prior to the meeting members of the Committee are invited to attend a training session in Committee Room 1.



Giles Hughes
Chief Executive

To: Members of the Performance and Appointments Committee

Councillors: Andy Graham (Chair), Duncan Enright (Vice-Chair), Dan Levy, Norman MacRae MBE and Michele Mead

Recording of Proceedings – The law allows the public proceedings of Council, Cabinet, and Committee Meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted. By participating in this meeting, you are consenting to be filmed.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Democratic Services officers know prior to the start of the meeting.

AGENDA

1. **Election of Chair for the 2022/23 Council year**
2. **Election of Vice-Chair for the 2022/23 Council year**
3. **Apologies for absence**
4. **Declarations of interest**
5. **Appointment of Appraisal Panel**

Purpose

The Performance and Appointments Committee has responsibility in the Constitution (page 46) for conducting appraisals of the Chief Executive. For this purpose, the Leader of the Council, in consultation with the other Committee Members, will select an Appraisal Panel of four Members, to include one other Group Leader.

Recommendation

The Leader is recommended to consult with the Committee and to confirm the appointment of a four-Member Appraisal Panel which will meet separately on a later date to conduct the appraisal of the Chief Executive.

6. **Matters exempt from publication**

If the Committee wishes to exclude the press and the public from the meeting during consideration of any of the items on the exempt from publication part of the agenda, it will be necessary for the Committee to pass a resolution in accordance with the provisions of Section 100A(4) of the Local Government Act 1972 on the grounds that their presence could involve the likely disclosure of exempt information as described in specific paragraphs of Schedule 12A of the Local Government Act 1972.

The Committee may maintain the exemption if and so long as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

7. **Appointment of a Director of Governance and Development and any consequential changes to retained officer terms and conditions (Pages 3 - 10)**

Purpose

At the request of Cabinet to consider the terms and conditions for the Director of Governance & Development and any consequential amendments to those of the retained officer structure.

Recommendation

That the Committee determines the appropriate terms and conditions for the new post of Director of Governance and Development and any consequential pay amendments to those of the retained officer structure.

(END)