

## WEST OXFORDSHIRE DISTRICT COUNCIL

Minutes of the meeting of the  
**Performance and Appointments Committee**  
Held in the Committee Room 1 at 4.15 pm on **Wednesday, 26 October 2022**

### PRESENT

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

Officers: Frank Wilson (Group Finance Director - Publica), Andrew Brown (Democratic Services Business Manager), Julie McCarthy (HR Manager)

#### **1 Election of Chair for the 2022/23 Council year**

Councillor Graham was elected chair for the 2022/23 Council year.

#### **2 Election of Vice-Chair for the 2022/23 Council year**

Councillor Enright was elected Vice-Chair for the 2022/23 Council year.

#### **3 Apologies for absence**

There were no apologies for absence.

#### **4 Declarations of interest**

There were no declarations of interest.

#### **5 Appointment of Appraisal Panel**

The Committee resolved to appoint Councillors Graham, Enright, Levy and Mead as members of the Appraisal Panel.

The Committee further agreed that Councillor MacRae would attend the Appraisal Panel as an observer.

#### **6 Matters exempt from publication**

RESOLVED that under section 100A of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in schedule 12A of the said act.

#### **7 Appointment of a Director of Governance and Development and any consequential changes to retained officer terms and conditions**

The Group Finance Director introduced the report and stated that the recruitment of Monitoring Officers is difficult because of the specialist nature of the role. The proposed job description was based on the Director of Governance and Development role at Cotswold District Council and gave a more rounded role.

The Committee resolved to:

1. Agree to go out to recruitment for a Director of Governance at a salary of £78,356 (subject to pending pay award).
2. Delegate authority to the Chief Executive to make amendments to the job description and to decide on whether or not to utilise the services of a recruitment agency.

Performance and Appointments Committee

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The Meeting closed at 5.15pm

CHAIRMAN