

WEST OXFORDSHIRE DISTRICT COUNCIL

Minutes of the meeting of the
Performance and Appointments Committee
Held in the Elmfield Rooms 1 & 2, New Yatt Road, Witney, OX28 1PB at 1.30 pm on
Thursday, 2 February 2023

PRESENT

Councillors: Andy Graham (Chair), Dan Levy, Norman MacRae MBE, Michele Mead and Joy Aitman

Officers: Giles Hughes (Chief Executive)

8 Apologies for absence and substitutions

Apologies were received from Councillor Duncan Enright. Councillor Joy Aitman substituted.

9 Declarations of interest

There were no declarations of interest.

10 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 paragraph 1 of schedule 12A of the said act.

11 Selection of a preferred candidate for the role of Director of Governance

The Committee interviewed shortlisted candidates for the position of Director of Governance.

RESOLVED to:

1. Agree that Andrea McCaskie is selected the preferred candidate for the position of Director of Governance:
2. Recommend to Council to:
 - a) Approve the appointment of Andrea McCaskie as the Director of Governance and Monitoring Officer for West Oxfordshire District Council on a permanent full time basis.
 - b) Note that the provisional verbal offer of employment has been made, subject to two references, medical clearance and eligibility check (BPSS check) in accordance with the Council's policies.
 - c) Agree the appointment commences on a date to be mutually agreed between the successful candidate and the Chief Executive.
 - d) Agree that the appointment is made on a salary of £80,000 per annum.
 - e) Approve the extension of the current interim Monitoring Officer arrangement with Susan Sale until 16 April 2023, or until Andrea McCaskie starts, whichever is the sooner.
 - f) Agree that should there be a gap between the 16 April 2023 and the start of Andrea McCaskie's employment then Andrew Brown

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the current Deputy Monitoring Officer should be designated as the Council's Monitoring Officer for that interim period.

The Meeting closed at 6.00 pm

CHAIRMAN