

Thursday, 6 July 2023

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PERFORMANCE AND APPOINTMENTS COMMITTEE

You are summoned to a meeting of the Performance and Appointments Committee which will be held in the Council Chamber, Woodgreen, Witney OX28 1NB on **Monday, 17 July 2023 at 9.00 am.**



Giles Hughes
Chief Executive

To: Members of the Performance and Appointments Committee.

Councillors: Councillor Andy Graham, Councillor Duncan Enright, Councillor Dan Levy,
Councillor Michele Mead and Councillor Liam Walker.

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. **Apologies for Absence and Substitutions**
To receive any Apologies for Absence and appointment of Substitute Members.
2. **Declarations of Interest**
To receive any Declarations of Interest relating to items being considered during the meeting.
3. **Matters Exempt from Publication**
If the Committee wishes to exclude the press and public from the meeting during its consideration of the item 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 specifying the grounds on which their presence could involve the likely disclosure of exempt information as defined in specific paragraphs of Schedule 12A of the Act.

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.

4. **Selection of a Preferred Candidate for the Role of Director of Finance**
The Committee are to adjourn the meeting to undertake interviews for the post of Director of Finance (Section 151 Officer).

Interview paperwork will be circulated separately to Committee Members.

The Committee are to reconvene at an agreed time to:

1. Agree the selection of one or more preferred candidates for the post of Director of Finance;
2. Delegate the making of a conditional offer and the agreement of all terms and conditions, to the Chief Executive Officer, subject to confirmation within a time period set by the Monitoring Officer that no member of the Executive has an objection to the proposed appointment, or the Performance and Appointments Committee being satisfied that any objection is not material or well-founded;
3. Recommend to Council to:
 - a) Delegate authority to the Chief Executive, in consultation with the Chair of the Performance and Appointments Committee, to appoint a candidate recommended by the Performance and Appointments Committee, to the role of Director of Finance (Section 151 Officer), subject to two references, medical clearance and eligibility check (BPSS check) in accordance with the Council's policies;
 - b) Agree that the appointment will be made on a salary of up to £85,000 per annum plus pending pay award;
 - c) Agree the appointment commences on a date to be mutually agreed between the successful candidate and the Chief Executive;
 - d) Appoint an Interim Section 151 officer.

5. **Dates of Future Meetings**
To agree that a meeting of the Performance and Appointments Committee will be held on Friday 13 October at 2.00pm to conduct the Chief Executive's appraisal.

(END)