

Tuesday 9 April 2024

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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, Council Offices, Woodgreen, Witney, Oxfordshire OX28 1NB on **Wednesday 17 April 2024 at 3.30pm.**



Giles Hughes
Chief Executive

To: Members of the Performance and Appointments Committee:

Councillors: Andy Graham (Chair), Duncan Enright (Vice-Chair), Dan Levy, Michele Mead and 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**
To receive any Apologies for Absence from Members of the Committee.
2. **Declarations of Interest**
To receive any Declarations of Interest relating to items being considered during the meeting.
3. **Minutes of Previous Meeting (Pages 3 – 4)**
To approve the minutes of the previous meeting, held on Monday 17 July 2023.
4. **Human Resources Employment Policies (Pages 5 – 30)**
Purpose:
To update the Performance and Appointments Committee relating to the refresh (Phase 2) of the employment policies for West Oxfordshire District Council. No changes have been made to the employee terms and conditions, only to clarify and enable policies to be used concurrently with employee relations matters, giving clarity and usability to both employees and managers alike.

Recommendation:
That the Performance and Appointments Committee Resolves to:
 - I. Agree the Recruitment, Retirement and Time Off Guidance employment policies attached at Annex A.

(END)