

Tuesday 5 November 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 Committee Room 1, Council Offices, Woodgreen, Witney, Oxfordshire OX28 1NB on **Wednesday, 13 November 2024 at 2.00 pm.**



Giles Hughes
Chief Executive

To: Members of the Performance and Appointments Committee

Councillors: Duncan Enright, Andy Graham, Michele Mead, Alaric Smith and Liam Walker

Recording of Proceedings – The law allows the public proceedings of Council, Executive, 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**
To elect a Chair of the Performance and Appointments Committee for the remainder of the 2024/25 Council year.
2. **Appointment of Vice-Chair**
To appoint a Vice-Chair of the Performance and Appointments Committee for the remainder of the 2024/25 Council year.
3. **Apologies for absence**
To note any apologies for absence and substitute members. The quorum for the Performance and Appointments Committee is 3 Members.
4. **Declarations of interest**
To receive any declarations of interest from members of the Committee.
5. **Minutes of previous meeting (Pages 5 - 6)**
To approve the minutes of the meeting held on 17 April 2024.
6. **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.
7. **Salaries and Terms and Conditions of Chief Officers (Pages 7 - 44)**
Purpose:
Following formal Job Evaluation under the LGA Senior Management Evaluation Scheme (undertaken by South West Councils), to consider the salary for the Chief Executive Officer, Director of Finance and Director of Governance and Regulatory Services, to ensure that additional duties and Line Management responsibilities are reflected in salary and that salaries are consistent with that of the newly recruited Director of Place.

In addition, as per the WODC Constitution to move the Chief Executive and Directors to the terms and conditions of Joint National Committee (JNC), from National Joint Council (NJC).

Recommendation:
That the Performance and Appointments Committee determines and recommends to full Council the appropriate salary for the post of Chief Executive Officer, Director of Finance, and Director of Governance effective from 1 November 2024.

(END)