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## WEST OXFORDSHIRE DISTRICT COUNCIL

### Minutes of the meeting of the **Performance and Appointments Committee**

Held in the Council Chamber, Council Offices, Woodgreen, Witney, Oxfordshire OX28 1NB  
at 3.33 pm on **Wednesday, 21 May 2025**

#### PRESENT

Councillors: Andy Graham (Chair), Alaric Smith (Vice-Chair), Andrew Beaney and Nick Leverton

Officers: Andrew Brown (Head of Democratic and Electoral Services), Andrea McCaskie (Director of Governance), Madhu Richards (Director of Finance), Giles Hughes (Chief Executive Officer), Phil Martin (Director of Place) and Ana Prelici (Senior Democratic Services Officer)

**I**

#### **Election of Chair 2025/26**

The Chair of the Council, Councillor Andrew Coles, opened the meeting.

The Committee would be comprised off the following members:

- Duncan Enright
- Andy Graham
- Michele Mead
- Alaric Smith
- Liam Walker

The Chair of the Council, Councillor Andrew Coles, requested nominations for the position of the Chair of the Performance and Appointments Committee for the municipal year of 2025-2026. Councillor Alaric Smith nominated Councillor Andy Graham for the position of Chair. Councillor Andrew Beaney seconded the nomination and the vote was carried.

**RESOLVED:** The Committee elected Councillor Andy Graham as Chair of the Performance and Appointments Committee for 2025/26.

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#### **Appointment of Vice-Chair 2025/26**

The Chair of the Committee, Councillor Andy Graham, proposed Councillor Alaric Smith for the position of the Vice-Chair of the Performance and Appointments Committee for the municipal year of 2025-2026. Councillor Andrew Beaney seconded the nomination and the vote was carried.

**RESOLVED:** The Committed appointed Councillor Alaric Smith to the position of Vice-Chair of the Performance and Appointments Committee for 2025/26.

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#### **Apologies for Absence**

Apologies for absence were noted from the following members:

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Duncan Enright

Michele Mead – substituted by Andrew Beaney

Liam Walker – substituted by Nick Leverton

**4 Declarations of interest**

There were no declarations of interest.

**5 Minutes of previous meeting**

Councillor Andy Graham proposed that the Committee approve the minutes of the previous meeting held on 13 November 2024. This proposal was seconded by Councillor Alaric Smith and the vote was carried.

RESOLVED: the Committee approved the minutes of the meeting held on 13 November 2024.

The Meeting closed at 3.36 pm

CHAIR