

Minutes of a meeting of the Appointments Committee on Wednesday 10 May 2023

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Committee members present:

Councillor Brown (Chair) Councillor Chapman (for Councillor Hayes)
Councillor Fouweather (for Councillor Gant) Councillor Kerr
Councillor Munkonge (for Councillor Turner)

Officers present for all or part of the meeting:

Caroline Green, Chief Executive
Tom Hook, Executive Director (Corporate Resources)

8. Apologies for absence and substitutions

Apologies were received from Cllr Turner (substitute Cllr Munkonge), Cllr Hayes (substitute Cllr Chapman) and Cllr Gant (substitute Cllr Fouweather).

9. Appointment of Chair and Vice Chair

Cllr Brown was appointed as Chair of the Committee for the remainder of the municipal year.

The Committee did not appoint a Vice Chair for the remainder of the municipal year.

10. Declarations of Interest

None.

11. Minutes of Previous Meeting

The Committee agreed the minutes of the informal remote meeting of the members of the Appointments Committee held on 06 December 2022 as a true and accurate record.

12. Report on Senior Management Arrangements

The Chief Executive introduced the report as set out in the agenda reports pack and highlighted that:

- Recruitment to the permanent role of Head of Law and Governance was underway.
- In accordance with Oxford City Council's Constitution Part 9.3(a)(i), recruitment to the interim role of Executive Director (Communities and People) was underway.

- In line with the Council’s HR procedures and Constitution, the Head of Housing Services, who had been employed on a fixed term secondment basis which proved successful, was appointed to the permanent role in February 2023.

The Committee noted the report.

13. Appointment to Head of Law and Governance

The Committee held interviews for the position of Head of Law and Governance. The Committee was informed that one of the candidates was unable to attend due to health reasons.

The Committee resolved to:

- **Adjourn** the selection of a preferred candidate for the post of Head of Law and Governance until Tuesday 16 May 2023, 11am.

The meeting started at 1.00 pm and ended at 4.00 pm

Chair

Date: Tuesday 5 December 2023

When decisions take effect:

Cabinet: after the call-in and review period has expired

Planning Committees: after the call-in and review period has expired and the formal decision notice is issued

All other committees: immediately.

Details are in the Council’s Constitution.