



Minutes of a meeting of Performance and Appointments Committee held on Thursday, 5 February 2026

Members present:

Mike Evey	Juliet Layton	
David Cunningham	Nikki Ind	Ian Watson
Angus Jenkinson	Tom Stowe	

Officers present:

Andrew Brown, Head of Democratic and Electoral Services	Cheryl Sloan, Assistant Director of Workforce, Strategy and Transformation
Jane Portman, Chief Executive Officer	

11 Apologies for absence

There were no apologies for absence.

12 Substitute Members

There were no substitute Members.

13 Declarations of Interest

There were no declarations of interest from Members of the Committee.

14 Minutes of previous meetings

The Committee considered the public minutes of the meeting held on 6 November 2025. Upon being proposed and seconded the Committee voted to approve the minutes.

The Committee then considered the public and exempt minutes of the meeting held on 18 June 2025. Upon being proposed and seconded the minutes were approved by the Committee.

Resolved that the Committee:

Performance and Appointments Committee

05/February2026

1. Approved the minutes of the meeting held on 6 November 2025.
2. Approved the minutes of the meeting held on 18 June 2025.

15 Matters exempt from publication

The Committee considered the exclusion of the press and public for the remaining item of business. Upon being proposed and seconded the Committee voted to approve a resolution to exclude the press and public.

Resolved that the Committee:

1. Agreed to exclude the press and public for the remaining items of business in accordance with the provisions of section 100A of the Local Government Act 1972 on the grounds that their presence could involve the likely disclosure of exempt information as described in paragraphs 1 and 3 of Schedule 12A of the Local Government Act 1972, with the public interest in maintaining the exemption outweighing the public interest in disclosing the exempt information.

16 Exempt minutes of 18 June 2025 meeting

This item was not considered as the exempt minutes were approved in public session.

17 Review of the Chief Officer Salaries at Cotswold District Council

The Chief Executive Officer explained that as part of her appraisal process there had been an intention to undertake a senior management restructure to ensure appropriate spans of control and line management.

The Chief Executive Officer explained that senior officer pay had been tested and benchmarked as part of this exercise. This had resulted in a recommendation to keep the salaries unchanged for the Director of Communities and Place role and the Director of Governance and Development role.

The Deputy Chief Executive (Section 151) Officer role had taken on additional responsibilities following phase 2 of the Publica transition in July 2025 and benchmarking data indicated that the current salary was not competitive. It also did not make sense for the Deputy Chief Executive role to be paid a lower salary than another director role which, in the absence of the Chief Executive Officer, the Deputy Chief Executive would de facto line manage. There was a recommendation to increase the salary for the Deputy Chief Executive Officer role from £96,918 to £105,000 per annum backdated to 1 July 2025.

The Committee asked a series of questions and noted that:

Performance and Appointments Committee

05/February2026

- Backfilling arrangements were being put in place for senior officers who were dedicating half of their time to preparations for local government reorganisation. This would position those officers well for the future.
- Officer pay was based on the role not an individual's performance but there were no concerns around underperformance.
- The three senior officers concerned were aware of the benchmarking exercise.

The Committee commented that the case for the recommendations had been well-made and was supported by the benchmarking data. The Committee considered whether a higher differential between the Deputy Chief Executive role and other director roles would be justified. The Committee concluded that there was a strong case for a higher salary for the Deputy Chief Executive role in the context of the recruitment market and local government reorganisation.

Councillor Evemy proposed the recommendations in the report with an increase in the salary for the Deputy Chief Executive (Section 151) Officer to £108,000 in recognition of the job evaluation undertaken by South-West Councils, and benchmarking data from Gloucestershire Councils. Upon being seconded the proposal was agreed unanimously by the Committee.

Resolved that the Committee:

1. Agreed that the salaries for the Director of Communities and Place and the Director of Governance and Development did not require any changes.
2. Agreed that the salary for the Deputy Chief Executive (Section 151) Officer be increased to £108,000 in recognition of the job evaluation undertaken by South-West Councils, and benchmarking data from Gloucestershire Councils.
3. Agreed that the increased salary be backdated to 1 July 2025 when the phase 2 transfer of services from Publica to the Council took place.

The Meeting commenced at 4.30 pm and closed at 5.00 pm

Chair

(END)