

Capswood, Oxford Road, Denham, Bucks UB9 4LH
Telephone: 01895 837200 DX: 40261 Gerrards
Cross www.southbucks.gov.uk

DEMOCRATIC AND ELECTORAL SERVICES

Dealt with by: Democratic Services Switchboard: 01895 837200
Your Ref: Fax: 01895 837277
My Ref: e-mail: democraticservices@southbucks.gov.uk
Date: 11 January 2012 Direct Line: 01895 837225

Dear Councillor

CHILTERN AND SOUTH BUCKS JOINT COMMITTEE

The Joint Committee will be held as follows:

DATE: THURSDAY, 19TH JANUARY, 2012
TIME: 6.00 PM
VENUE: ROOM 6, CAPSWOOD, OXFORD ROAD, DENHAM

Yours faithfully

J.A. BURNES

Director of Resources

To: Members of the Joint Committee

South Bucks District Council

Mr Busby
Mrs Cranmer
Mr Wilson

Mr Reed
Mr Lidgate
Mrs Woolveridge

Chiltern District Council

Mr Rose
Mr Brown
Mrs Harker
Mr Stannard

Mr Smith
Mrs Darby
Mr Martin

Declarations of Interest

Any Member attending the meeting is reminded of the requirement to declare if he/she has a personal interest in any item of business, as defined in the Code of Conduct. If that interest is a prejudicial interest as defined in the Code the Member should also withdraw from the meeting.

A G E N D A

1. **Appointment of Chairman**

To appoint a Chairman for the meeting.

2. **Apologies for Absence**

3. **Terms of Reference**

To receive the proposed Terms of Reference of the Joint Committee.

(Pages 1 - 4)

4. **Programme and Risk Report**

To consider joint report of Chief Executive (CDC) and Directors of Resources and Services (SBDC).

(Pages 5 - 10)

5. **Transformation Support Report**

To consider joint report of Chief Executive (CDC) and Directors of Resources and Services (SBDC).

(Pages 11 - 14)

6. **Programme Management Report**

To consider joint report of Chief Executive (CDC) and Directors of Resources and Services (SBDC).

(Pages 15 - 18)

7. **Provisional Calendar of Future Meetings**

To consider fixing a calendar of future meetings as follows:

13th February 2012 (CDC)
15th March 2012 (SBDC)
18th April 2012 (CDC)
17th May 2012 (SBDC)
25th June 2012 (CDC)
19th July 2012 (SBDC)

- (1) All meetings to commence at 6.00 pm.
- (2) In July review frequency of future meetings.

The next meeting of the Committee is due to take place on Monday, 13 February 2012