



Chiltern
District Council

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South Bucks
District Council

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Joint Appointments and Implementation Committee

Friday, 10th February, 2012 at 10.00 am

Room 6, South Bucks District Council, Capswood,
Oxford Road, Denham UB9 4LH

REVISED AGENDA

- 1 Appointment of Chairman for the Meeting
- 2 Apologies for Absence
- 3 Minutes (*Pages 1 - 4*)
To confirm the minutes of the meeting of the JAIC held on 30 January 2012
- 4 Exclusion of the Public
To resolve that under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following item(s) of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Act.
- 5 Revised Risk Register and Timetable
Appendix A - Risk Register (Pages 5 - 6)
Appendix B - Timetable (Pages 7 - 8)
- 6 Briefing (*Pages 9 - 10*)
To receive a briefing from the External HR Advisor, Janet Beaumont of Beaumont Associates Ltd., on the appointments procedure.
Appendix C - Job Description: Chief Executive (Pages 11 - 14)
Appendix D - Job Description - Directors (Pages 15 - 18)

7 Appointment of Chief Executive

To receive the report of the External HR Advisor, Janet Beaumont of Janet Beaumont Associates Ltd and to consider the recommendation in respect of the appointment of the Chief Executive.

Appendix E - Letter (Pages 19 - 20)

Appendix F - CV (Pages 21 - 24)

Appendix G - Supporting Information (Pages 25 - 28)

8 Appointment of Directors

To receive the report of the External HR Advisor, Janet Beaumont of Janet Beaumont Associates Ltd and to consider recommendations in respect of the appointment of the two Directors.

Appendix H - Director A: Letter (Pages 29 - 30)

Appendix I - Director A: CV (Pages 31 - 34)

Appendix J - Director A: Supporting Information (Pages 35 - 44)

Appendix K - Director B: Letter (Pages 45 - 46)

Appendix L - Director B: CV (Pages 47 - 50)

Appendix M - Director B: Supporting Information (Pages 51 - 56)

9 Date and Time of Next Meeting

To note that the next meeting (if needed) will take place on 28 February 2012 at 6.00 pm at Chiltern District Council.

Membership: Joint Appointments and Implementation Committee

Councillor Robert Burns-Green	Chiltern District Council
Councillor Isobel Darby	Chiltern District Council
Councillor Peter Jones	Chiltern District Council
Councillor Michael Smith	Chiltern District Council
Councillor David Spate	Chiltern District Council
Councillor Barry Harding	South Bucks District Council
Councillor Alan Oxley	South Bucks District Council
Councillor Mrs Penelope Plant	South Bucks District Council
Councillor Roger Reed	South Bucks District Council
Councillor Julian Wilson	South Bucks District Council

The next meeting of the Joint Committee is due to take place on Tuesday, 28 February 2012