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Joint Appointments and Implementation Committee

Thursday, 26th July, 2012 at 6.00 pm

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

A G E N D A

- 1 Apologies for Absence
- 2 Minutes (*Pages 1 - 2*)
To sign as a correct record the minutes of the meeting held on 5 July 2012.
- 3 Exclusion of the Public
The Chairman to move the following resolution:-
"That under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act."
- 4 Chief Executive's Support Team (*Pages 3 - 6*)
Appendix 1 (Pages 7 - 12)
- 5 Review and Implementation of the Joint Senior Management Structure (*Pages 13 - 16*)
Appendix 1 (Pages 17 - 28)
Appendix 2 (Pages 29 - 38)
- 6 Joint Senior Management Structure - Vacant Posts (*Pages 39 - 42*)
Appendix 1 (Pages 43 - 44)
Appendix 2 (Pages 45 - 46)

Membership: Joint Appointments and Implementation Committee

Chiltern District Council
Councillor Robert Burns-Green
Councillor Isobel Darby
Councillor Peter Jones
Councillor Michael Smith
Councillor David Spate

South Bucks District Council
Councillor Barry Harding
Councillor Paul Kelly
Councillor Mrs Penelope Plant
Councillor Roger Reed
Councillor Duncan Smith

**CHILTERN DISTRICT COUNCIL
SOUTH BUCKS DISTRICT COUNCIL**

**MINUTES of the Meeting of the
JOINT APPOINTMENTS AND IMPLEMENTATION COMMITTEE
held on 5 JULY 2012**

PRESENT:

Councillor	M R Smith	Chiltern District Council	- Chairman
Councillors:	R Burns-Green	Chiltern District Council	
	Mrs I A Darby	Chiltern District Council	
	P M Jones	Chiltern District Council	
	Mrs P Plant	South Bucks District Council	
	R Reed	South Bucks District Council	
	D Smith	South Bucks District Council	

APOLOGIES FOR ABSENCE were received from Councillors B Harding (South Bucks District Council), P Kelly (South Bucks District Council) and D Spate (Chiltern District Council).

1 MINUTES

The Minutes of the meeting of the Joint Appointments and Implementation Committee held on 16 May 2012 were agreed by the Committee and signed by the Chairman as a correct record.

2 DECLARATIONS OF INTEREST

There were no declarations of interest.

3 EXCLUSION OF THE PUBLIC

RESOLVED –

That under section 100 (A) (4) of the Local Government Act 1972 (as amended) the public be excluded from the meeting for the following item(s) of business on the grounds that they involved the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

4 REVIEW AND IMPLEMENTATION OF THE JOINT SENIOR MANAGEMENT STRUCTURE

The Committee received a report updating Members on the recruitment process for the Joint Management Team.

Five of the eight Heads of Service had now been appointed and feedback received had been positive. It was intended to interview candidates for the Head of Legal and Democratic Services in early September.

Discussions remained ongoing regarding the Head of Business Support, and the Head of Customer Services, and the Committee considered the options available in relation to these posts. Members were concerned that the business needs in the two service areas be the determining factor in selecting an appropriate option. It was agreed that the Chief Executive be asked to provide an update report to the next meeting looking at the available options and the resource implications of those options. This would allow time for further discussions with the individuals concerned. It was noted that changes to the management structure should also not be ruled out. It was acknowledged that the input of the Director of Resources would also be important.

Janet Beaumont of Janet M Beaumont Associates Ltd, who had been appointed to provide independent HR advice, advised that work was underway to map the different HR policies and procedures between the two authorities. In particular, there were differences around augmentation, performance related pay, and protection. The Committee acknowledged the importance of addressing these issues to remove the apprehension amongst staff. Chiltern District Council's Personnel Committee had met the previous evening and favoured initial informal discussions with staff-side. It was noted that a report outlining the differences in HR policies and procedures would be presented to the next meeting.

After acknowledging the importance of maintaining the momentum on phase 2, it was

RESOLVED –

- 1 That the outcome of the recruitment process, including the appointments made and the potential exits, be noted.**
- 2 That a further report considering options for the Business Support and Customer Services vacancies be presented to the next meeting.**
- 3 That the work on a common HR policy framework be progressed.**

The meeting ended at 6.50 pm

Item 4

By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Item 5

By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A
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Appendix 1

By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Item 6

By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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