

King George V House,
King George V Road,
Amersham, Bucks
HP6 5AW.
Telephone: 01494 729000
DX: 50711
www.chiltern.gov.uk



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 |
| My Ref: | | e-mail: | Democratic.services@southbucks.gov.uk |
| Date: | 3 October 2017 | Direct Line: | 01895 837319/01494 732143 |

Dear Councillor

JOINT STAFFING COMMITTEE

The next meeting of the Joint Staffing Committee will be held as follows:

DATE: **WEDNESDAY, 11TH OCTOBER, 2017**

TIME: **6.00 PM**

VENUE: **ROOM 6, CAPSWOOD, OXFORD ROAD, DENHAM**

Only apologies for absence received prior to the meeting will be recorded.

Yours faithfully

Jim Burness

Director of Resources

To: The Joint Staffing Committee

Chiltern District Council

Councillor Isobel Darby
Councillor Caroline Jones
Councillor Peter Jones
Councillor Don Phillips
Councillor Michael Smith
Councillor Mike Stannard

South Bucks District Council

Councillor Ralph Bagge
Councillor Malcolm Bradford
Councillor Barry Harding
Councillor John Read
Councillor Luisa Sullivan
Vacancy

Audio/Visual Recording of Meetings

Please note: This meeting might be filmed, photographed, audio-recorded or reported by a party other than South Bucks District Council for subsequent broadcast or publication. If you intend to film, photograph or audio record the proceedings or if you have any questions please contact the Democratic Services Officer (members of the press please contact the Communications Officer).

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

(Pages)

1. **Apologies**
2. **Appointment of a Co-Chairman (SBDC)**

To appoint a Co-Chairman representing South Bucks District Council following the resignation of Councillor Ralph Bagge as Co-Chairman.
3. **Minutes**

To confirm the minutes of the Joint Staffing Committee held on 3 July 2017. **(5 - 10)**
4. **Declarations of Interest**
5. **Pay Policy Statement 2017/18** **(11 - 12)**

Appendix **(13 - 16)**
6. **Harmonised Flexible Retirement Policy** **(17 - 18)**

Appendix **(19 - 22)**
7. **Job Description - Head of Sustainable Development** **(23 - 24)**

Appendix 1 **(25 - 28)**
Appendix 2 **(29 - 34)**
8. **Exclusion of the Public**

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.
9. **Private Health Care for Senior Officers** **(35 - 42)**

Appendix **(43 - 44)**

| | | |
|-----|---|------------------|
| 10. | Local Land Charges Shared Service Staff Consultation | (45 - 46) |
| | <i>Appendix - Consultation</i> | (47 - 54) |
| | <i>Appendix A - Proposed Structure</i> | (55 - 58) |
| | <i>Appendix B - Job Descriptions</i> | (59 - 72) |
| | <i>Appendix C - Current Structure</i> | (73 - 76) |
| | <i>Appendix D - Proposed Timetable</i> | (77 - 80) |
| | <i>Appendix E - Expression of Interest</i> | (81 - 84) |

The next meeting is due to take place on Monday, 18 December 2017