

Date: 10 July 2008

TO: All Members of the **Joint Staff Committee**
FOR ATTENDANCE – **(Membership yet to be
agreed)**

TO: All Other Members of South Oxfordshire District
Council and the Vale of White Horse District
Council
FOR INFORMATION

At meetings to be held on Wednesday 16 July 2008, South Oxfordshire and Vale of White Horse District Councils will each consider a proposal to establish a shared senior management team to serve both Councils. This proposal includes the establishment of this Committee. If the proposal is not agreed then the meeting of this Committee will not proceed.

NOTICE OF A MEETING OF THE JOINT STAFF COMMITTEE

Dear Sir/Madam

Your attendance is requested at a meeting of the **Joint Staff Committee** to be held in the **Guildhall, Abingdon** on **Friday, 18th July, 2008** at **4.15 pm**.

Yours faithfully

MARGARET REED
Head of Legal and Democratic Services

TERRY STOCK
Chief Executive

A Large print version of this agenda and any background papers referred to may be inspected by prior arrangement with Steven Corrigan, Democratic Services Manager (South Oxfordshire District Council) telephone 01491 823049, email steven.corrigan@southoxon.gov.uk or Carole Nicholl, Head of Democratic Services & Deputy Monitoring Officer (Vale of White Horse District Council) on telephone number (01235) 540305, email carole.nicholl@whitehorsedc.gov.uk.

Please note that this meeting will be held in a wheelchair accessible venue. If you would like to attend and have any special access requirements, please let one of the Democratic Services Officer know before the meeting and they will do their best to meet your requirements.

A G E N D A

Open to the Public including the Press

Map (Page 3)

A map showing the location of the venue for this meeting is attached.

1. **Election of Chairman**

2. **Election of Vice-Chairman**

3. **Notification of Substitutes and Apologies for Absence**

To record the attendance of Substitute Members, if any, who have been authorised to attend and to receive apologies for absence.

4. **Declarations of Interest**

To receive any declarations of personal or personal and prejudicial interests in respect of items on the agenda for this meeting.

5. **Urgent Business and Chairman's Announcements**

To receive notification of any matters which the Chairman determines should be considered as urgent business and the special circumstances which have made the matters urgent, and to receive any announcements from the Chair.

6. **Membership of Meeting**

The Committee will comprise six councillors, three representing South Oxfordshire District Council and three representing the Vale of White Horse District Council.

7. **Terms of Reference** (Page 4)

To note the Terms of Reference of the Committee (attached).

8. **Appointment of Recruitment Consultants**

To consider reports (to be circulated separately).

9. **Recruitment Timetable**

To consider the Recruitment Timetable (to be circulated separately).

Exempt Information Under Section 100A(4) of the Local Government Act 1972

None.