

Date: 6 August 2008

NOTICE of a meeting of the Joint Staff Committee to be held on Thursday 14 August 2008 at 4pm

PLACE	Committee Room 4, Council offices, Crowmarsh Gifford
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PAPERS AVAILABLE ON	Websites: www.southoxon.gov.uk or www.whitehorsedc.gov.uk

MARGARET REED
Head of Legal and Democratic Services

TERRY STOCK
Chief Executive

Membership

Councillor

Mrs E A Ducker
Mr I R Mann
Mr D Turner

Representing

South Oxfordshire District Council
South Oxfordshire District Council
South Oxfordshire District Council

Mr T De Vere
Mr J Patterson
Mrs M Tilley

Vale of White Horse District Council
Vale of White Horse District Council
Vale of White Horse District Council

Background papers can be inspected by prior arrangement with Kathy Fiander (contact details as above) or Carole Nicholl, Head of Democratic Services and Deputy Monitoring Officer at Vale of White Horse District Council (contact: tel 01235 540305, email carole.nicholl@whitehorsedc.gov.uk)

If you would like a copy of these papers in large print, Braille or audio cassette or have any other special requirements (such as access facilities) please contact the officer named on this agenda. Please give as much notice as possible before the meeting.

Agenda

1. **Apologies and notification of substitutes**

2. **Declaration of Interest**

3. **Minutes, 18 July 2008**

The minutes are attached.

The Committee is asked to approve these as a correct record of the meeting.

4. **Exclusion of the Public**

To consider whether to exclude members of the press and public from the meeting for the following item(s) of business under Section 100A(4) of the Local Government Act 1972 on the grounds that:

- (i) it/they involve(s) the likely disclosure of exempt information as defined in paragraph(s) 1, 3 and 4 of Part 1 of Schedule 12A of the Act, and
- (ii) for each item the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

ITEMS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

5. **Job description and person specification for the post of joint chief executive**

Report to follow

Purpose: to discuss and agree the job description and person specification.

6. **Procedure for appointing joint chief executive**

Report to follow

Purpose: to discuss and agree the procedure for the appointment of the joint chief executive including the nomination of two stakeholders from each council and the timetable for the selection process.

7. **Terms and conditions of employment**

Report to follow

Purpose: to discuss and agree the terms and conditions of employment for the position of joint chief executive.

8. **Release of Information**

Purpose: to decide how much detail to make public from the deliberations on the items above.