

Cherwell District Council

Personnel Committee

Minutes of a meeting of the Personnel Committee held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 6 June 2012 at 6.30 pm

- Present: Councillor Lynn Pratt (Chairman)
Councillor Melanie Magee (Vice-Chairman)
- Councillor Ken Atack
Councillor Norman Bolster
Councillor Surinder Dhesi
Councillor Mike Kerford-Byrnes
Councillor G A Reynolds
- Substitute Members: Councillor Nigel Randall (In place of Councillor Rose Stratford)
Councillor Alastair Milne Home (In place of Councillor Lawrie Stratford)
- Apologies for absence: Councillor Alaric Rose
Councillor Lawrie Stratford
Councillor Rose Stratford
Councillor Lynda Thirzie Smart
Councillor Barry Wood
- Officers: Jo Pitman, Head of Transformation
Stephanie Rew, HR Manager
Natasha Clark, Team Leader, Democratic and Elections
Louise Aston, Team Leader, Democratic and Elections
Martin Henry, Director of Resources / Section 151 Officer

3 Declarations of Interest

Members declared the following interest.

9. Joint Management Team (JMT) Support Business Case.

Councillor Ken Atack, Personal, as lead member for the business case on JMT support who would be presenting the report to the Executive.

4 Petitions and Requests to Address the Meeting

There were no petitions or requests to address the meeting.

5 **Urgent Business**

There was no urgent business.

6 **Minutes**

The minutes of the meeting held on 4 April and 16 May 2012 were agreed as a correct record and signed by the Chairman.

7 **Employment Statistics Quarter 4 - 2011/2012**

The Head of Transformation submitted a report detailing the employment statistics, by Directorate, for information and monitoring purposes.

Resolved

(1) That the report be noted.

8 **Exclusion of the Public and Press**

Resolved

That, in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business, on the grounds that it could involve the likely disclosure of exempt information as defined in paragraphs 1, 2 and 4 of Schedule 12A of that Act.

9 **Performance and Research Team Business Case**

The Head of Transformation submitted a report which sought support for the staffing aspects of the business case to implement a joint performance and research team across Cherwell District Council (CDC) and South Northamptonshire Council (SNC).

In introducing the report the Head of Transformation outlined the current service and how it operates at both CDC and SNC along with the strengths and weaknesses of the teams across both sites.

The joining of services would ensure resilience across CDC and SNC and offer a financial saving with consistency of policies and where appropriate joint policies.

The committee was advised that staff consultation on the business case had concluded on 24 April 2012. This process had included individual meetings with affected staff and joint meetings with staff and unions at both councils.

In response to Members questions, the Head of Transformation clarified the position regarding ring fencing, and how the pay scheme would operate for

these roles. The structure would provide resilience and support succession planning.

Resolved

- (1) That the consultation comments and responses contained in the log be noted.
- (2) That the staffing aspects of the Business Case to implement a joint performance, consultation and research analysis team across CDC and SNC be endorsed and that authority be delegated to the Corporate Performance and Strategy Manager to take all necessary steps to implement the team in compliance with the Organisational Change Policy and in consultation with the HR Manager for both Councils.

10 **Joint Management Team (JMT) Support Business Case**

The Director of Resources submitted a report which sought support for the staffing aspects of the business case to implement a Joint Management Support team across Cherwell District Council (CDC) and South Northamptonshire Council (SNC).

In introducing the report the Director of Resources outlined how the Joint Management Team (JMT) has been supported since 1 October 2011 when temporary arrangements were put in place.

It is essential that members of JMT receive the appropriate level of support to ensure they are as effective in their roles as possible. Without this support JMT would become too involved in administration tasks, as opposed to strategic.

The committee was advised that staff consultation on the business case had concluded on 2 May 2012. This process had included individual meetings with affected staff and joint meetings with staff and unions at both councils along with JMT members.

Some Members raised concerns that further administrative support would be added to the structure at a later stage. In response to Members questions, the Director of Resources clarified the roles in the business case, along with the new structure. It was confirmed that support for the Chairmen and Leaders could be reviewed if the proposed level of support was found to be too great or inadequate.

Councillor Attack addressed the Committee and acknowledged the work undertaken by the CDC staff who had provided interim support to JMT.

Resolved

- (1) That the staffing aspects of the Business Case to implement a new Joint Management Team Support Team together with granting new delegated authority to the Head of Transformation to take all necessary steps to implement the team in compliance with the Organisational

Change Policy and in consultation with the HR Manager at both Councils.

- (2) That the consultation comments and responses contained in the log be noted.
- (3) That it be noted that the Joint Personnel Committee has delegated authority to implement any redundancies arising to the Director of Resources in consultation with the Head of Transformation, the Head of Law and Governance, the Chairman and Vice Chairman of the Joint Personnel Committee and the portfolio holder (SNC) and Lead Member (CDC) for this service area.

Councillor Atack requested that his abstention from the vote be recorded,

The meeting ended at 7.35 pm

Chairman:

Date: