

Cherwell District Council

Executive

1 February 2016

<p>Proposal for a Joint Public Protection Service with South Northamptonshire Council</p>
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Report of Director of Operational Delivery

This report is public.

The appendix is exempt from publication by virtue of paragraphs 1, 2, 3 and 4 of Schedule 12A of Local Government Act 1972.

Purpose of report

This report presents the final business case following consultation for a Joint Public Protection Service across Cherwell District Council and South Northamptonshire Council (hereafter “Cherwell” or “CDC” and “South Northamptonshire” or “SNC” respectively).

The report recommends the arrangement of a two-way Joint Public Protection Service and in doing so seeks the Executive’s agreement for the non-staffing elements of the business case.

The proposal is part of the wider transformation programme across the two Councils.

1.0 Recommendations

The meeting is recommended:

- 1.1 To consider the attached final business case and the consultation responses in relation to non-staffing matters.
- 1.2 To note that the business case has been considered and approved by the Joint Commissioning Committee with regard to staffing matters on 14 January 2016. This included consideration of consultation responses from affected staff and trade union representatives.
- 1.3 To approve and implement the proposed final business case to share a Joint Public Protection Service between CDC and SNC, subject to similar consideration and approval by SNC Cabinet on 8 February 2016.
- 1.4 To delegate to the Director of Operational Delivery in consultation with the Leader of the Council any non-significant amendment that may be required to the business case following the decision by SNC Cabinet.

2.0 Introduction

- 2.1 Following the adoption of a Business Case for Joint Working by CDC and SNC in February 2015 and the commitment to deliver the business case objectives as soon as is practicable, the two way transformation programme was reshaped to meet the needs of CDC and SNC.
- 2.2 Following the decision of CDC and SNC Councils in February 2015 to approve the final business case for developing the approach to joint working and the delivery of local authority services, all services at both Councils are now included on the policy framework for consideration for shared working.
- 2.3 This is one of a number of business cases for two way shared services across CDC and SNC to be considered following the adoption of the business case in February 2015 and is part of the on-going Transformation Programme across the two Councils.
- 2.4 This business case remodels the existing services at both councils into a new joint service and as a result delivers savings in excess of the guidance targets set out in the February 2015 business case.

3.0 Report Details

- 3.1 The draft business case for the Joint Public Protection Service was endorsed for consultation with staff by the Joint Commissioning Committee (JCC) on 16 November 2015 having been previously discussed and endorsed by the Transformation Joint Working Group. The final business case has been amended in order to reflect some of the comments made as part of the staff consultation process and is attached as Appendix 1 to this report.

Proposal

- 3.2 The business case sets out the rationale for establishing a joint Public Protection Service.
- 3.3 Combining the current Environmental Health and Public Protection teams at CDC and SNC will provide an improved service, designed to meet the statutory requirements of both councils whilst delivering significant savings.
- 3.4 Beyond fulfilling the statutory roles, the business case proposes a service that is designed to contribute to the "Better Business For All" agenda and in doing so, can maximise the commercial opportunities for the service.
- 3.5 By creating a joint Safer Communities team as part of the proposed structure, the existing SNC partnership with Daventry District Council is proposed to be replaced giving more service flexibility and improved direct control over important anti-social behaviour and community safety activities on a joint CDC and SNC basis.

4.0 Financial Case

- 4.1 The financial implications associated with the business case are set out in detail in Section 17, 18 and 19 of the attached final business case.
- 4.2 The proposal generates savings of £183,750 across both councils in a full year but requires some transitional funding for one temporary Environmental Health Officer post in the Health Protection and Compliance team for the first year only whilst the harmonisation of processes and systems are embedded to deliver the longer term cost efficiencies. This temporary resource will also provide additional resilience for the preparation for and some response to the planned growth in both Districts.

5.0 HR Implications

- 5.1 The staffing implications relating to the proposal were considered by the Joint Council Employee Engagement Committee (JCEEC) on 14 January 2016, and were duly endorsed, and by the JCC also on 14 January 2016 where the proposal was approved.

6.0 Decision making timetable

- 6.1 The JCC consideration of the staffing implications arising from this proposal were approved on 14 January 2016.

The timetable and recommendations arising from the democratic process for both Councils is outlined in the table below:

Democratic process and decision

Date	Committee and Council	Decision
14.01.2016	JCEEC	Endorsed
14.01.2016	JCC	Approved
01.02.2016	CDC Executive	To be determined
08.02.2016	SNC Cabinet	To be determined

7 Conclusion and Reasons for Recommendations

- 7.1 The business case represents a significant step in the revised transformation programme across CDC and SNC. The proposed joint service would provide realigned delivery teams designed to meet the statutory, commercial and shared agendas for each district.

8 Consultation

- 8.1 All affected staff within the two Public Protection and Environmental Health teams. Union representatives from each council

Councillor Tony Illot, Lead Member for Public Protection, Community Partnerships and Recreation
Joint Council Employee Engagement Committee
Joint Commissioning Committee
Transformation Joint Working Group
JMT
Section 151 Officer

- 8.2 Consultation with the employees in scope of the proposed business case and their the Unison representatives commenced on 17 November 2015 for a period of three weeks until 11 December 2015 in line with the Council's Joint Organisational Change Policy. The consultation period included two initial meetings, one at each council's main office, with all employees. The full consultation log along with the answers provided was considered by the JCEEC and the JCC prior to a decision being made on the staffing elements of the business case.

9 Financial and Resource Implications

- 9.1 The detailed financial implications are set out in section 17, 18 and 19 of the business case. However, in summary, the proposal will deliver a £183,750 net saving per annum (with a reduction for transitional funding for one temporary post for the first year only whilst the harmonisation of processes and systems are embedded to deliver the longer term cost efficiencies). The savings are achieved predominantly through removing currently vacant posts from the existing structure as a result of interim arrangements.
- 9.2 The gross savings represents a 12.5% reduction on current salary costs.
- 9.3 Based on the cost allocation model the proposal results in a saving of £129,268 for CDC and £54,479 for SNC. The cost allocation model is detailed in section 18.2 of the business case.
- 9.4 There could be redundancy or pay protection costs as a result of implementing the proposal. Implementation costs are outlined in section 17 of the business case and should be split equally between the two Councils, with the costs being funded through earmarked reserves

Comments checked by Paul Sutton, Head of Finance and Procurement, 01295 221634; paul.sutton@cherwellandsouthnorthants.gov.uk

10.0 Legal Implications

- 10.1 As with all two way shared services, this proposal, if implemented, will be covered by the Section 113 agreement (as amended) entered into between the two Councils.
- 10.2 Decisions regarding human resources cannot be made by CDC Executive or SNC Cabinet. Human resource elements of the business case are considered by the JCC. The business case must be approved by CDC Executive and SNC Cabinet in respect of non-staffing matters and by the JCC in respect of staffing matters before the Councils can be deemed to have approved the business case.

- 10.3 A redundancy situation arises where the requirement of the employing council for work of a particular kind to be undertaken are expected to cease or diminish as a result of the proposed changes.

Comments checked by Kevin Lane, Head of Law & Governance, 01295 221661, Kevin.Lane@cherwellandsouthnorthants.gov.uk

11.0 Risk Implications

- 11.1 Section 20 of the draft business case sets out the risk implications.

The risks associated with the HR elements of the business case relate to the usual range of employment risks which will be considered by the JCEEC and the JCC. The Councils have HR policies in place to ensure that the change is managed in line with best practice and the law which mitigates these risks as far as possible.

Comments checked by Claire Taylor, Business Transformation Manager, 01295 221563; claire.taylor@cherwellandsouthnorthants.gov.uk

12.0 Equality Implications

- 12.1 An Equality Impact Assessment initial screening assessment has been carried out and it has been determined that the proposal does not have any adverse impact on equality groups and as a result a full impact assessment and associated action plan is not required.

Comments checked by Caroline French, Corporate Policy Officer, 01295 221586 caroline.french@cherwellandsouthnorthants.gov.uk

13.0 Decision Information

Key Decision

Financial Threshold Met: Yes

Community Impact Threshold Met: No

Wards Affected

All wards

Links to Corporate Plan and Policy Framework

A District of Opportunity - Deliver high quality regulatory services that support the growth of the local economy.

Safe, Clean and Green - Work with partners to help ensure the District remains a low crime area, reducing fear of crime, tackling Anti-Social Behaviour and focussing on safeguarding our residents and businesses.

Lead Councillor

Councillor Tony Illot, Lead Member for Public Protection

Document Information

Appendix No	Title
1	Joint Public Protection Service Business Case - EXEMPT
Background Papers	
None	
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