



Committee: Joint Commissioning Committee
Date: Monday 10 August 2015
Time: 6.30 pm
Venue: The Forum, Moat Lane, Towcester, NN12 6AD

Membership

**Councillor Ken Atack
Councillor Ian McCord
Councillor Barry Richards
Councillor Lizzy Bowen**

**Councillor Rebecca Breese
Councillor G A Reynolds
Councillor Nicholas Turner
Councillor Chris Lofts**

AGENDA

- 1. Apologies for Absence and Notification of Substitutes**
- 2. Appointment of Chairman for the Municipal Year 2015/16**
- 3. Appointment of Vice-Chairman for the Municipal Year 2015/16**
- 4. Declarations of Interest**

Members are asked to declare any interest and the nature of that interest that they may have in any of the items under consideration at this meeting.

Cherwell District Council
Bodicote House
Bodicote
Banbury
Oxfordshire
OX15 4AA

www.cherwell.gov.uk

South Northamptonshire Council
The Forum
Moat Lane
Towcester
Northamptonshire
NN12 6AD

www.southnorthants.gov.uk

5. **Petitions and Requests to Address the Meeting**

The Chairman to report on any requests to submit petitions or to address the meeting.

6. **Chairman's Announcements**

To receive communications from the Chairman.

7. **Minutes** (Pages 1 - 2)

To confirm as a correct record the Minutes of the former Joint Personnel Committee meeting held on 23 March 2015.

8. **Draft Competency Framework** (Pages 3 - 30)

Report of Chief Executive

Purpose of report

To present the draft competency framework, the first major deliverable from the Organisational Development workstream.

Recommendations

The meeting is recommended:

- 1.1 To agree the implementation of the competency framework, following submission and endorsement by the Joint Arrangements Steering Group (JASG) on 8 July 2015, and the Joint Councils Employee Engagement Committee on 10 August 2015 (if endorsed as the Committee is after the publication of this report).

9. **Transformation Update - Programme Workstreams**

** Please note that this report will follow as it is being reviewed by the Transformation Joint Working Group at their meeting of 5 August 2015 **

10. **Appointment of Joint Appraisal Sub-Committee for 2015/16**

The responsibility for appraising the Joint Chief Executive lies with elected members appointed to the Joint Appraisal Sub Committee.

The Joint Appraisal Sub Committee is made up of a total of 8 members (including the Leaders from each Council), drawn from the Joint Commissioning Committee.

As the Leader of Cherwell District Council is not a member of the Joint Commissioning Committee, he cannot be a member of the Joint Appraisal Sub Committee but can attend ex officio.

The Joint Personnel Committee is recommended to appoint members to sit on the Joint Appraisal Sub-Committee for the municipal year 2015/16.

Meeting dates of the Joint Appraisal Sub-Committee are scheduled for 8 October 2015 (Bodicote House, Bodicote) and 3 March 2016 (The Forum, Moat Lane, Towcester).

11. Urgent Business

The Chairman to advise whether they have agreed to any item or urgent business being admitted to the agenda.

12. Exclusion of the Public and Press

The following report contains exempt information as defined in the following paragraphs of Part 1, Schedule 12A of Local Government Act 1972.

1 – Information relating to any individual

2 – Information which is likely to reveal the identity of an individual

4 - Information relating to any consultations or negotiations, or contemplated negotiations, in connection with any labour matters arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority

Members are reminded that whilst the following item has been marked as exempt, it is for the meeting to decide whether or not to consider it in private or in public. In making the decision, members should balance the interests of individuals or the Council itself in having access to the information. In considering their discretion members should also be mindful of the advice of Council Officers.

Should Members decide not to make a decision in public, they are recommended to resolve as follows:

“That under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that, if the public and press were present, it would be likely that exempt information falling under the provisions of Schedule 12A, Part I, Paragraphs 1, 2 and 4 would be disclosed to them, and that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.”

13. Draft Business Case - Management Arrangements (Pages 31 - 76)

Exempt Report of Joint Chief Executive

Information about this Meeting

The agenda, reports and associated documents for the above meeting are available at the offices and websites of Cherwell District Council and South Northamptonshire Council at the addresses and websites set out on the agenda front sheet.

Apologies for Absence

Apologies for absence should be notified to natasha.clark@cherwellandsouthnorthants.gov.uk or 01295 221589 prior to the start of the meeting.

Declarations of Interest

Members are asked to declare interests at item 4 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item.

Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

Evacuation Procedure

When the alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the assembly point as directed by Democratic Services staff and await further instructions.

Access to Meetings

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named below, giving as much notice as possible before the meeting.

Mobile Phones

Please ensure that any device is switched to silent operation or switched off.

Queries Regarding this Agenda

Please contact Natasha Clark, Democratic and Elections
natasha.clark@cherwellandsouthnorthants.gov.uk, 01295 221589

Sue Smith
Chief Executive

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