

## **Cherwell District Council and South Northamptonshire Council**

### **Joint Commissioning Committee**

Minutes of a meeting of the Joint Commissioning Committee held at The Forum, Moat Lane, Towcester, NN12 6AD, on 10 August 2015 at 6.30 pm

Present: Councillor Ian McCord (Chairman)  
Councillor Nicholas Turner (Vice-Chairman)

Councillor Ken Atack  
Councillor Rebecca Breese  
Councillor G A Reynolds  
Councillor Lizzy Bowen  
Councillor Chris Lofts

Also Present: Councillor Rosie Herring  
Councillor Barry Wood

Apologies for absence: Councillor Barry Richards

Officers: Sue Smith, Chief Executive  
Paula Goodwin, Human Resources and Organisational Development Manager (agenda items 1 to 11)  
Claire Taylor, Business Transformation Manager (agenda items 1 - 11)  
Vicky Claridge, Shared L & D Business Partner (agenda items 1 - 11)  
Natasha Clark, Team Leader, Democratic and Elections

#### **1 Appointment of Chairman for the Municipal Year 2015/16**

##### **Resolved**

That Councillor Ian McCord be appointed Chairman of the Committee for the municipal year 2015/16.

#### **2 Appointment of Vice-Chairman for the Municipal Year 2015/16**

##### **Resolved**

That Councillor Nicholas Turner be appointed Vice-Chairman of the Committee for the municipal year 2015/16.

#### **3 Declarations of Interest**

There were no declarations of interest.

4 **Petitions and Requests to Address the Meeting**

There were no petitions or requests to address the meeting.

5 **Chairman's Announcements**

There were no Chairman's announcements.

6 **Minutes**

The Minutes of the meeting of the former Joint Personnel Committee meeting held on 23 March 2015 were agreed as a correct record and signed by the Chairman.

7 **Draft Competency Framework**

The Chief Executive submitted a report which presented the draft competency framework, the first major deliverable from the Organisational Development workstream.

In presenting the report, the Shared Human Resources and Organisational Development Manager advised the Committee that the Framework had been endorsed the Joint Arrangements Steering Group and the Joint Councils Employee Engagement Committee, subject the Framework being reviewed and minor amendments made to remove management jargon.

Following implementation of the Framework, a role profiling policy would be developed, which was likely to be submitted to the Committee's October meeting.

**Resolved**

- (1) That, following endorsement by the Joint Arrangements Steering Group (JASG) on 8 July 2015, and the Joint Councils Employee Engagement Committee on 10 August 2015 the implementation of the competency framework be agreed.
- (2) That authority be delegated to the Chief Executive, in consultation with the Leaders, to make minor amendments to the Competency Framework

8 **Transformation Update - Programme Workstreams**

The Joint Chief Executive submitted a report which provided a Transformation Programme progress update.

In introducing the report, the Business Transformation Manager referred to work stream 11, Commercial Development, and sought nominations for two

members from each authority to consider the commercial strategy and costed options for projects which would be developed as part of this work. The Committee agreed that the Leaders should nominate members.

**Resolved**

- (1) That the progress update be noted.

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

The Democratic and Elections Team Leader advised the Committee that the responsibility for appraising the Joint Chief Executive laid with elected members appointed to the Joint Appraisal Sub Committee.

The Joint Appraisal Sub Committee was 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 could not be a member of the Joint Appraisal Sub Committee but can attend ex officio.

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

**Resolved**

- (1) That the membership of the Joint Appraisal Sub-Committee for 2015/16 be comprised of Councillors Atack, Bowen, Breese, McCord, Reynolds, Richards and Turner.

10 **Urgent Business**

There were no items of urgent business.

(All officers, with the exception of the Chief Executive and Democratic and Elections Team Leader, left the meeting at the conclusion of this item.)

11 **Exclusion of the Public and Press**

**Resolved**

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.

12 **Draft Business Case - Management Arrangements**

The Chief Executive submitted an exempt report which presented the draft business case – management arrangements.

**Resolved**

- (1) As set out in the exempt minutes.
- (2) As set out in the exempt minutes.
- (3) As set out in the exempt minutes.
- (4) As set out in the exempt minutes.

The meeting ended at 7.40 pm

Chairman:

Date: