

# Public Document Pack



South Northamptonshire Council

**Committee:** Joint Commissioning Committee  
**Date:** Friday 18 December 2015  
**Time:** 10.00 am  
**Venue:** The Forum, Moat Lane, Towcester, NN12 6AD

## Membership

<b>Councillor Ian McCord (Chairman)</b>	<b>Councillor Nicholas Turner (Vice-Chairman)</b>
<b>Councillor Ken Attack</b>	<b>Councillor Phil Bignell</b>
<b>Councillor Lizzy Bowen</b>	<b>Councillor Rebecca Breese</b>
<b>Councillor Roger Clarke</b>	<b>Councillor Chris Lofts</b>
<b>Councillor Lynn Pratt</b>	<b>Councillor G A Reynolds</b>
<b>Councillor Barry Richards</b>	<b>Councillor Barry Wood</b>

## AGENDA

### 1. Apologies for Absence and Notification of Substitutes

### 2. 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.

### 3. Petitions and Requests to Address the Meeting

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

Cherwell District Council  
Bodicote House  
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OX15 4AA

[www.cherwell.gov.uk](http://www.cherwell.gov.uk)

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

[www.southnorthants.gov.uk](http://www.southnorthants.gov.uk)

#### **4. Chairman's Announcements**

To receive communications from the Chairman.

#### **5. Minutes (Pages 1 - 6)**

To confirm as a correct record the Minutes of the meeting held on 16 November 2015.

#### **6. Urgent Business**

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

#### **7. Exclusion of the Public and Press**

The following items of business 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
- 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)
- 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 items have been marked as exempt, it is for the meeting to decide whether or not to consider each of them 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 pass the following recommendation:

“That, in accordance with Section 100A(4) of Local Government Act 1972, the press and public be excluded from the meeting for the following items of business, on the grounds that they could involve the likely disclosure of exempt information as defined in paragraphs 1, 2, 3 and 4 of Schedule 12A of that Act.”

#### **8. Update on the Management Restructure (Pages 7 - 22)**

Exempt Report of Chief Executive

## **9. Long-listing of Applications for the Posts of Shared Directors**

Please note the closing date for these posts is 16 December 2015. Due to this, it is not possible to supply the relevant information at the time of publication, however the information will be circulated under separate cover as soon as it is received from Berwick Partners.

### **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](mailto: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 2 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](mailto:natasha.clark@cherwellandsouthnorthants.gov.uk), 01295 221589

**Sue Smith**  
**Chief Executive**

Published on Thursday 10 December 2015

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# Agenda Item 5

## Cherwell District Council and South Northamptonshire Council

### Joint Commissioning Committee

Minutes of a meeting of the Joint Commissioning Committee held at Bodicote House, Bodiocote, Banbury, Oxfordshire OX15 4AA, on 16 November 2015 at 6.30 pm

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

Councillor Ken Atack  
Councillor Phil Bignell  
Councillor Lizzy Bowen  
Councillor Rebecca Breese  
Councillor Roger Clarke  
Councillor Chris Lofts  
Councillor Lynn Pratt  
Councillor G A Reynolds  
Councillor Barry Richards  
Councillor Barry Wood

Also Present: Lesley Shore, West Midlands Employers

Officers: Sue Smith, Chief Executive  
Claire Taylor, Business Transformation Manager , from agenda item 11 only  
Jonathan MacWilliam, Transformation Project Manager, from agenda item 11 only  
Belinda Stanton, Transformation Project Manager, from agenda item 11 only  
Natasha Clark, Team Leader, Democratic and Elections, for agenda items 1 – 8 and 10 to 15 inclusive

#### 38 **Declarations of Interest**

Members declared interests in the following agenda items:

##### **11. Joint Public Protection Service - Draft Business Case.**

Councillor Nicholas Turner, Declaration, as a personal licence holder.

##### **14. Joint Public Protection Service - Draft Business Case - Exempt Appendix.**

Councillor Nicholas Turner, Declaration, as a personal licence holder.

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

There were no petitions or requests to address the meeting.

40 **Chairman's Announcements**

There were no Chairman's announcements.

41 **Minutes**

The Minutes of the meeting held on 29 October 2015 were agreed as a correct record and signed by the Chairman.

42 **Urgent Business**

There were no items of urgent business.

43 **Exclusion of the Public and Press**

**Resolved**

That, in accordance with Section 100A(4) of Local Government Act 1972, the press and public be excluded from the meeting for the following items of business, on the grounds that they could involve the likely disclosure of exempt information as defined in paragraphs 1, 2, 3 and 4 of Schedule 12A of that Act.

44 **Management Restructure: Consideration of Applications, if any, for Voluntary Redundancy**

The Committee welcomed Lesley Shore, West Midlands Employers, who was providing the Chief Executive with external, independent HR support, to the meeting.

The Chief Executive submitted an exempt report which sought consideration of applications for voluntary redundancy/early retirement arising from the first phase of the management restructure.

**Resolved**

(1) As set out in the exempt minutes.

(2) As set out in the exempt minutes.

(The Democratic and Elections Team Leader left the meeting at the conclusion of this item)

45 **Management Restructure: Interviews, if any, for the Posts of Directors**

The Committee considered the application that had been received for the post of Director – Operational Delivery. The committee saw the applicant and asked a number of questions.

Following the interview the committee evaluated the application and considered the supporting information from the recruitment consultant, Berwick Partners.

**Resolved**

- (1) That Cherwell District Council and South Northamptonshire Council appoint Ian Davies as Director – Operational Delivery.

46 **Adjournment of meeting**

The meeting adjourned between 8.20pm and 8.30pm.

Following the adjournment, the Business Transformation Manager, the Transformation Project Managers and the Democratic and Elections Team Leader joined the meeting.

47 **Joint Public Protection Service - Draft Business Case - Exempt Appendix**

The Chief Executive presented the exempt appendix to the report of the Director of Community and Environment which presented the draft business case for a Joint Public Protection Service across Cherwell District and South Northamptonshire Councils and updated the Committee on the outcome of the job evaluation process.

48 **Joint Customer Services - Draft Business Case Exempt Appendix**

The Chief Executive presented the exempt appendix to the report of the Director of Community and Environment which presented the draft business case for a Joint Customer Services team across Cherwell District and South Northamptonshire Councils and updated the Committee on the outcome of the job evaluation process.

In considering the report, Members commented on the importance of Customer Services as a frontline service and therefore ensuring that customer satisfaction

49 **Readmittance of the Public and Press**

**Resolved**

That the public and press be re-admitted.

50 **Joint Public Protection Service - Draft Business Case**

Having readmitted the press and public, the Committee voted on the recommendations.

**Resolved**

- (1) That the draft business case for a Joint Public Protection Service be endorsed as a basis for consultation with staff and trade unions.
- (2) That the verbal update following the completion of the job evaluation process be noted.

51 **Joint Customer Services - Draft Business Case**

Having readmitted the press and public, the Committee voted on the recommendations.

**Resolved**

- (1) That the draft business case for a Joint Customer Services be endorsed as a basis for consultation with staff and trade unions.
- (2) That the verbal update following the completion of the job evaluation process be noted.

The meeting ended at 8.55 pm

Chairman:

Date:



By virtue of paragraph(s) 1, 2, 3, 4 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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