

Committee: Joint Commissioning Committee
Date: Thursday 30 March 2017
Time: 6.30 pm
Venue: Bodicote House, Bodicote, Banbury, Oxfordshire
OX15 4AA

Membership

Councillor Barry Wood (Chairman)	Councillor Ian McCord (Vice-Chairman)
Councillor Ken Attack	Councillor Anthony S. Bagot-Webb
Councillor Phil Bignell	Councillor Rebecca Breese
Councillor Roger Clarke	Councillor Mike Kerford-Byrnes
Councillor Chris Lofts	Councillor G A Reynolds
Councillor Barry Richards	Councillor Dan Sames

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
Bodicote
Banbury
Oxfordshire
OX15 4AA

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

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 Special Meeting held on 3 March 2017 and the Minutes of the meeting held on 10 March 2017.

6. Health and Safety Operational Review (Pages 7 - 18)

Report of Commercial Director

Purpose of report

This report presents the final outcome of the Health and Safety service review and is part of the Joint Business Case for the Property and Investment Service which was agreed by Cherwell District and South Northamptonshire Councils (hereafter "Cherwell" or "CDC" and "South Northamptonshire" or "SNC" respectively) in July 2016.

The report recommends the transfer of the Corporate Health and Safety Manager into the Joint Property and Investment Service as a shared post and in doing so seeks the Joint Commissioning Committee's agreement for the all elements of the proposal.

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

Recommendations

The meeting is recommended:

- 1.1 To endorse the outcome of the Health and Safety operational review and approve the transfer of the Corporate Health and Safety Manager into the Joint Property and Investment Service as a shared post.
- 1.2 To note that the Health and Safety review follows on from the Joint Business Case for the Property and Investment Service which was approved by all committees in July 2016.
- 1.3 To note that there are no immediate staffing implications from the proposal as the current postholder is retiring and that the new shared post will be advertised should the recommendations be approved.

7. Final Business Case: Joint Housing Services (Pages 19 - 28)

Report of Commercial Director

Purpose of report

This report presents the final business case for a joint working in Housing Services across Cherwell District and South Northamptonshire Councils (hereafter Cherwell or CDC and South Northamptonshire or SNC respectively).

The report recommends the formation of a Joint Private Sector Housing Service and a Joint Housing Service and in doing so seeks the Joint Commissioning Committee's agreement for the staffing elements of the business cases.

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

Recommendations

The meeting is recommended:

- 1.1 To consider the responses to the consultation process with the affected staff and trade union representatives received as detailed in the consultation log (attached as Appendix 2) and from the Joint Councils Employee Engagement Committee (to be reported verbally), and determine whether any amendment to the business case is required as a result of them.
- 1.2 To note that the business case will be considered in respect of non-staffing matters by CDC Executive on 3 April 2017 and by SNC Cabinet on 10 April 2017.
- 1.3 To approve the staffing aspects of the final business case to create a Joint Private Sector Housing Service and a Joint Housing Service between CDC and SNC, subject to similar consideration and approval of the non-staffing aspects of the business case by CDC Executive and SNC Cabinet.
- 1.4 To delegate to the Commercial Director responsibility for implementation of the business cases, including approving the costs of any redundancies, in consultation with the Chief Finance Officer, subject to the business case being agreed by both Councils.
- 1.5 To note that the savings realised from this proposal will be held in reserve and earmarked for Housing to provide additional resources that may be required to cope with any increased demand resulting from recent legislative changes.

8. Benefits Realisation Review: Proposal for a Strategic Intelligence and Insight Team (Pages 29 - 36)

Report of Director – Strategy and Commissioning

Purpose of report

This report presents the final proposal for a new Strategic Intelligence and Insight Team across Cherwell District and South Northamptonshire Councils (hereafter Cherwell or CDC and South Northamptonshire or SNC respectively).

The report recommends the formation of a new Strategic Intelligence and Insight Team and in doing so seeks the Joint Commissioning Committee's (JCC) agreement for all elements of the proposal.

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

Recommendations

The meeting is recommended:

- 1.1 To consider the responses to the consultation process with the affected staff and trade union representatives received as detailed in the consultation log (exempt Appendix 2) and from the Joint Councils Employee Engagement Committee (to be reported verbally), and determine whether any amendment to the business case is required as a result of them.
- 1.2 To approve the final proposal to create a new Strategic Intelligence and Insight Team shared between SNC and CDC, including determination of the voluntary redundancy request referred to in paragraph 7.4 and to delegate to the Director – Strategy and Commissioning in consultation with the Chairman of the Joint Commissioning Committee any subsequent non-significant amendment that may be required to the proposal.
- 1.3 To delegate to the Director – Strategy and Commissioning responsibility for implementation of the business case, including approving the costs of any redundancies, in consultation with the Chief Finance Officer.

9. Urgent Business

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

10. Exclusion of the Public and Press

The following items of business contain 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 consultations or negotiations, in connection with any labour relations matter 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 and that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.”

11. **Final Business Case: Joint Housing Services - Exempt Appendices**
(Pages 37 - 98)

12. **Benefits Realisation Review: Proposal for a Strategic Intelligence and Insight Team - Exempt Appendices** (Pages 99 - 134)

13. **Draft Business Case: Joint Development Management Service**
(Pages 135 - 164)

Exempt Report of Head of Development Management

14. **Proposal to Complete the Harmonisation of Terms and Conditions**
(Pages 165 - 194)

Exempt Report of Commercial Director

15. **Phase Two Management Restructure**

Verbal Update by Director Operational Delivery / Interim Head of Paid Service

16. **Interim Head of Paid Service Remuneration** (Pages 195 - 198)

Exempt report of Assistant Director – Transformational Governance

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 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.

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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

Ian Davies

Interim Head of Paid Service

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