



**Committee:** Joint Commissioning Committee  
**Date:** Thursday 5 April 2018  
**Time:** 6.30 pm  
**Venue:** The Forum, Moat Lane, Towcester, NN12 6AD

### Membership

<b>Councillor Ian McCord (Chairman)</b>	<b>Councillor Barry Wood (Vice-Chairman)</b>
<b>Councillor Anthony S. Bagot-Webb</b>	<b>Councillor Phil Bignell</b>
<b>Councillor Rebecca Breese</b>	<b>Councillor Roger Clarke</b>
<b>Councillor Mike Kerford-Byrnes</b>	<b>Councillor Chris Lofts</b>
<b>Councillor D M Pickford</b>	<b>Councillor Barry Richards</b>
<b>Councillor Dan Sames</b>	<b>Councillor Nicholas Turner</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.

**4. Chairman's Announcements**

Cherwell District Council  
Bodicote House  
Bodicote  
Banbury  
Oxfordshire  
OX15 4AA

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

To receive communications from the Chairman.

**5. Minutes (Pages 1 - 4)**

To confirm as a correct record the Minutes of the meeting held on

**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 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.”

**8. Future Delivery of the Corporate Fraud Service (Pages 5 - 10)**

Exempt report of Chief Executive

## **9. Harmonisation and Annual Pay Award**

\*\* Please note that this report will follow pending the conclusion of negotiations with unions \*\*

Exempt report of Director Customers and Service Development

### **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 [democracy@cherwellandsouthnorthants.gov.uk](mailto:democracy@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, 01295 221589

**Yvonne Rees**  
**Chief Executive**

Published on Monday 26 March 2018

# 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, Bodicote, Banbury, Oxfordshire OX15 4AA, on 8 March 2018 at 9.30 am

Present: Councillor Barry Wood (Vice-Chairman, in the Chair)

Councillor Phil Bignell  
Councillor Rebecca Breese  
Councillor Roger Clarke  
Councillor Mike Kerford-Byrnes  
Councillor D M Pickford  
Councillor Barry Richards

Substitute Members: Councillor G A Reynolds (In place of Councillor Nicholas Turner)  
Councillor Rosie Herring (In place of Councillor Anthony S. Bagot-Webb)

Also Present:: David Slatter, Penna (for agenda item 9)

Apologies for absence: Councillor Ian McCord  
Councillor Anthony S. Bagot-Webb  
Councillor Chris Lofts  
Councillor Dan Sames  
Councillor Nicholas Turner

Officers: Yvonne Rees, Chief Executive  
Stuart Wheeldon, Commercial and Business Support Manager (for agenda item 8)  
Natasha Clark, Interim Democratic and Elections Manager

#### 72 **Declarations of Interest**

There were no declarations of interest.

#### 73 **Petitions and Requests to Address the Meeting**

There were no petitions or requests to address the meeting.

#### 74 **Chairman's Announcements**

There were no Chairman's announcements.

75 **Minutes**

The Minutes of the meeting of the Committee held on 22 January 2018 were agreed as a correct record and signed by the Chairman.

76 **Urgent Business**

There were no items of urgent business.

77 **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 and that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

78 **Proposal and Business Case for a fully cost recoverable Environmental Health Consultancy and Training Service for Food Businesses**

The Director of Operational Delivery submitted an exempt report to consider the councils proposal for a discretionary charged for consultancy within the Environmental Health and Licensing Service.

Members asked a number of questions were duly provided.

**Resolved**

- (1) That the introduction of a chargeable Environmental Health Consultancy and Training Service for food businesses across both councils, on a fully cost recoverable basis be agreed in principle.

(The Commercial & Business Support Manager and the Interim Democratic and Elections Manager left the meeting at the conclusion of this item)

79 **Management Restructure: Interviews for the Post of Executive Director: Wellbeing**

The committee considered the applications that had been received for the posts of Executive Director: Wellbeing. The committee saw each of the applicants in turn and asked them a number of questions.

Following the interviews the committee evaluated the applications and considered the supporting information from the assessment centre.

**Resolved**

- (1) That Jane Carr be appointed Executive Director: Wellbeing.

The meeting ended at 12.06 pm

Chairman:

Date:

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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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