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South Northamptonshire Council

Committee: Joint Commissioning Committee
Date: Thursday 17 March 2016
Time: 6.30 pm
Venue: Bodicote House, Bodicote, Banbury, Oxfordshire
OX15 4AA

Membership

| | |
|---|---|
| Councillor Ian McCord (Chairman) | Councillor Nicholas Turner (Vice-Chairman) |
| Councillor Ken Attack | 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 |

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.

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OX15 4AA

www.cherwell.gov.uk

South Northamptonshire Council
The Forum
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Northamptonshire
NN12 6AD

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4. Chairman's Announcements

To receive communications from the Chairman.

5. Minutes (Pages 1 - 4)

To confirm as a correct record the Minutes of the meeting held on 16 February 2016.

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 item 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 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 item 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. Long-listing of Applications for the Post of Chief Finance Officer

Please note that due to the closing date for this post, 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 available.

9. Joint Community and Leisure Service - Draft Business Case (Pages 5 - 40)

Exempt report of Director of Operational Delivery

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.

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

Published on Wednesday 9 March 2016

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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, Bodicote, Banbury, Oxfordshire OX15 4AA, on 16 February 2016 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

Officers: Sue Smith, Chief Executive
Karen Curtin, Commercial Director (Bicester)
Jo Pitman, Head of Transformation
Claire Taylor, Business Transformation Manager
James Doble, Democratic and Elections Manager
Natasha Clark, Team Leader, Democratic and Elections

87 **Declarations of Interest**

Interests were declared in the following agenda items:

7. Amendment to Membership of Joint Appraisal Sub-Committee 2015/16.

Sue Smith, Declaration, as the item related to her appraisal.

9. Review of Three Way Shared Services: Legal and ICT.

Karen Curtin, Declaration, as a Director of Graven Hill Village Development Company Limited, which was a customer of the ICT Service.

Sue Smith, Declaration, as a Director of Graven Hill Village Holdings Limited and Graven Hill Village Development Company Limited, which was a customer of the ICT Service.

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

There were no petitions or requests to address the meeting.

89 **Chairman's Announcements**

There were no Chairman's announcements.

90 **Minutes**

The Minutes of the meeting of the Committee held on 22 January 2016 were agreed as a correct record and signed by the Chairman.

91 **Urgent Business**

There were no items of urgent business.

92 **Amendment to Membership of Joint Appraisal Sub-Committee 2015/16**

The Committee considered a request from Councillor Wood, Leader of Cherwell District Council (CDC), to amend the CDC membership of the Joint Appraisal Sub Committee, removing Councillor Reynolds and appointing himself.

Resolved

- (1) That the membership of the Joint Appraisal Sub Committee be amended as follows: Councillor Barry Wood to replace Councillor George Reynolds.

93 **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 item of business, on the grounds that they could involve the likely disclosure of exempt information as defined in paragraphs 1 and 3 of Schedule 12A of that Act

94 **Review of Three Way Shared Services: Legal and ICT**

The Chief Executive submitted an exempt report which presented reviews of the three way legal and ICT services requested by Cherwell District Council's Executive and South Northamptonshire Council's Cabinet following the decision to undertake no further joint working with Stratford on Avon District Council.

The report set out recommendations to bring to an end the three way sharing arrangements as the reviews demonstrated that continuation of these services was not in the long term strategic interests of the authorities.

Resolved

- (1) That the reviews of legal services and ICT be noted.
- (2) That the Full Council meetings of Cherwell and South Northamptonshire Councils be recommended to agree that the section 113 agreement setting out the arrangements by which legal and ICT services are shared with Stratford on Avon DC is terminated and the specified six month notice period is used to the extent that it is necessary to wind down the three way services.
- (3) That the legal and ICT services for Cherwell District Council and South Northamptonshire Council be provided by two way shared teams once the three way teams are disbanded.
- (4) That transition plans be enacted to ensure risks associated with change are mitigated and that updates be brought to future meetings of JCC with regards to progress.
- (5) That £200,000 funding from existing resources at SNC and CDC be allocated to support the transition arrangements for ICT which will be managed over a period of six months.
- (6) That the Head of Law and Governance be authorised to co-operate with the Head of Legal and Democratic Services at Stratford on Avon District Council with a view to progressing the disbanding of the three way legal service and the implementation of a two way team as quickly as is practicable.
- (7) That it be noted that a Project Board would be established to oversee the transition work for the ICT Service and it be agreed that the membership of the Project Board include the respective CDC Executive and SNC Cabinet members whose portfolios included ICT and other elected Members with expertise in ICT, to be appointed by the respective Leaders.

The meeting ended at 7.25pm

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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