

## **Cherwell District Council**

### **Personnel Committee**

Minutes of a meeting of the Personnel Committee held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 4 April 2012 at 6.30 pm

Present: Councillor Victoria Irvine (Chairman)

Councillor Ken Atack  
Councillor Norman Bolster  
Councillor Russell Hurle  
Councillor Mike Kerford-Byrnes  
Councillor George Parish  
Councillor G A Reynolds  
Councillor Alaric Rose  
Councillor Lynda Thirzie Smart  
Councillor Barry Wood

Apologies for absence: Councillor Lawrie Stratford  
Councillor Rose Stratford

Officers: Martin Henry, Director of Resources / Section 151 Officer  
Karen Curtin, Head of Finance and Procurement  
Deborah Emery, Interim Head of Human Resources  
Paula Goodwin, Projects & Policy Manager  
Natasha Clark, Team Leader, Democratic and Elections

#### **31 Declarations of Interest**

Members declared the following general interests:

Councillor Alaric Rose, Personal, as an employee of MidCounties Co-operative who may have contracts with the Council

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

There were no petitions or requests to address the meeting.

#### **33 Urgent Business**

There was no urgent business.

34 **Minutes**

The minutes of the meeting held on 18 January 2012 were agreed as a correct record and signed by the Chairman.

35 **Employment Statistics Quarter 3 - 2011/2012**

The Interim Head of Human Resources submitted a report detailing the employment statistics, by Directorate, for information and monitoring purposes.

**Resolved**

(1) That the report be noted.

36 **Exclusion of the Public and Press**

**Resolved**

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

37 **Finance and Procurement Business Case**

The Head of Finance and Procurement submitted a report which sought support for the staffing aspects of the business case to implement some shared finance functions across Cherwell District Council (CDC) and South Northamptonshire Council (SNC).

In introducing the report, the Committee was advised that a number of options had been considered in relation to finance and procurement functions at both Councils. The joining of services and locations was pursued as the preferred option that would best support the Joint Management Team in a timely manner, deliver the required savings and permit further review once the impact of the Local Government Resources Review, welfare reform and Localism Act 2011 became clear.

The Committee was advised that staff consultation on the business case had concluded on 26 March 2012. This process had included individual meetings with affected staff and joint meetings with staff and unions at both Councils. The Head of Finance and Procurement reported that the business case had been endorsed by the CDC Resources and Performance Scrutiny Board and the SNC Community and Resources Review and Development Committee. Additionally, the Council's Internal Auditors had reviewed the business case. The Internal Auditors supported the rationale and had suggested some additional areas for implementation officers may wish to consider.

In response to Members' questions, the Head of Finance and Procurement assured the Committee that the proposal supported the ongoing cycle of work of the service with the structure providing resilience and supporting succession planning.

**Resolved**

- (1) That the consultation comments and responses contained in the log be noted.
- (2) That the staffing aspects of the Business Case to implement some shared finance and procurement functions across CDC and SNC be endorsed and that authority be delegated to the Head of Finance and Procurement to take all necessary steps to implement the team in compliance with the Organisation Change Policy and in consultation with the HR Managers at both Councils.

The meeting ended at 6.55 pm

Chairman:

Date: