

Cherwell District Council

Executive

6 June 2016

<p>Proposal for a Joint Community and Leisure Service with South Northamptonshire Council</p>
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Report of Director of Operational Delivery

This report is public.

The appendices are exempt from publication by virtue of paragraphs 1, 2, 3 and 4 of part 1 of Schedule 12A of Local Government Act 1972.

Purpose of report

This report presents the final business case following consultation for a Joint Community and Leisure service across Cherwell District Council and South Northamptonshire Council (hereafter “Cherwell” or “CDC” and “South Northamptonshire” or “SNC” respectively).

The report recommends the arrangement of a two-way Joint Community and Leisure Service and in doing so seeks the Executive’s agreement for the non-staffing elements of the business case.

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

1.0 Recommendations

The Executive is recommended to:

- 1.1 Consider the attached final business case (Appendix 1) and the consultation responses (Appendix 2) in relation to non-staffing matters.
- 1.2 To note that the business case has been considered on 26 May 2016 by the Joint Commissioning Committee (JCC) with regard to staffing matters. This included consideration of consultation responses from affected staff and trade union representatives. A verbal update on the outcome of this meeting will be given.
- 1.3 Subject to the approval of the JCC to the staffing matters, to approve and implement the proposed final business case to share a Joint Community and Leisure Service between CDC and SNC, subject to similar consideration and approval by SNC Cabinet; and

- 1.4 To delegate to the Director of Operational Delivery in consultation with the Leader of the Council any non-significant amendment that may be required to the business case following the decision by SNC Cabinet.

2.0 Introduction

- 2.1 Following the adoption of a Business Case for Joint Working by CDC and SNC in February 2015 and the commitment to deliver the business case objectives as soon as is practicable, the two way transformation programme was reshaped to meet the needs of CDC and SNC pending a decision from Stratford-on-Avon District Council (SDC) regarding its participation after the election in 2015. In February 2016, in the light of SDC's continuing lack of a commitment to the three way transformation programme, both Councils agreed that no further three way shared service business cases would be pursued.
- 2.2 Following the decision of CDC and SNC Councils in February 2015 to approve the final business case for developing the approach to joint working and the delivery of local authority services, all services at both Councils are now included on the policy framework for consideration for shared working.
- 2.3 This is one of a number of business cases for two way shared services across CDC and SNC to be considered following the adoption of the business case in February 2015 and is part of the on-going Transformation Programme across the two Councils.
- 2.4 This business case remodels the existing services at both councils into a new joint service and as a result delivers savings in excess of the guidance targets set out in the February 2015 business case.

3.0 Report Details

- 3.1 The draft business case for the Joint Community and Leisure Service was endorsed for consultation with staff by the JCC on 17 March 2016 having been previously discussed and endorsed by the Transformation Joint Working Group. The final business case has been amended in order to reflect some of the comments made as part of the staff consultation process and is attached as Appendix 1 to this report.

Proposal

- 3.2 The business case sets out the rationale for establishing a joint Community and Leisure Service.
- 3.3 Combining the current Community and Leisure teams at CDC and SNC will provide an improved service, addressing identified corporate priorities at both councils whilst delivering savings.
- 3.4 Following the learning from the interim arrangements that have been in place to deliver these services, the proposed structure is divided into two distinct elements. It is expected that these elements will work together to deliver the wide range of services currently enjoyed throughout both districts.

- 3.5 Included in the proposal are a dedicated Safeguarding post to elevate this work in-line with the findings of the internal review carried out and reported to Cabinet and Executive in late 2015, a health and wellbeing focus given the external changes taking place and an increased emphasis on supporting and maximising the benefit from the growth agenda in both councils.

4.0 Financial Case

- 4.1 The financial implications associated with the business case are set out in detail in Section 11, 12 and 13 of the attached final business case.
- 4.2 The proposal generates savings of £57,000 across both councils in a full year. This is achieved through reducing and streamlining management and supervisory posts within the proposal.

5.0 HR Implications

- 5.1 The staffing implications relating to the proposal were considered by the Joint Council Employee Engagement Committee (JCEEC) on 26 May 2016 and by the JCC also on 26 May 2016. A verbal update on the outcome of those meetings will be provided.

6.0 Decision making timetable

- 6.1 The timetable and recommendations arising from the democratic process for both Councils is outlined in the table below:

Democratic process and decision

Date	Committee and Council	Decision
26.05.2016	JCEEC	To be advised
26.05.2016	JCC	To be advised
06.06.2016	CDC Executive	To be determined
13.06.2016	SNC Cabinet	To be determined

7 Conclusion and Reasons for Recommendations

- 7.1 The business case represents a significant step in the revised transformation programme across CDC and SNC. The proposed joint service would provide realigned delivery teams designed to meet the agendas for each district.

8 Consultation

8.1

All affected staff within the two Community and Leisure Service teams.	A range of feedback topics given, with few changes.
Unison Representatives from each Council.	Involved during the consultation
Transformation Joint Working Group	Endorsed business case for consideration by JCC with minor amendments.
Joint Commissioning Committee	Endorsed business case for staff consultation.

8.2 Consultation with the employees in scope of the proposed business case and their Unison representatives commenced on 4 April 2016 for a period of four weeks until 29 April 2016. This was extended by one week in line with the Council's Joint Organisational Change Policy to allow staff involved in school holiday activities to fully participate.

8.3 The consultation period included an initial meeting, which was recorded to allow any staff who were unavailable to subsequently see it.

8.4 The full consultation log along with the answers provided was considered by the JCEEC and the JCC prior to a decision being made on the staffing elements of the business case.

9 Financial and Resource Implications

9.1 The detailed financial implications are set out in section 11, 12 and 13 of the business case. However in summary, the proposal will deliver a £57,000 net saving per annum. The savings are achieved predominantly through streamlining management and supervisory posts from the existing structure and reducing business support.

9.2 The gross savings represents a 6% reduction on current salary costs.

9.3 Based on the cost allocation model the proposal results in a saving of £43,900 for CDC and £13,100 for SNC. The cost allocation model is detailed in section 13.2 of the business case. However, the application of the Council's pay protection policy over the first two years is likely to reduce this total during that period.

9.4 There could be redundancy or pay protection costs as a result of implementing the proposal. Implementation costs are outlined in section 12 of the business case and should be split equally between the two Councils, with the costs being funded through earmarked reserves.

Comments checked by:

Paul Sutton, Chief Finance Officer, 01295 221634;

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10.0 Legal Implications

- 10.1 All two way shared services this proposal, if implemented, will be covered by the Section 113 agreement (as amended) entered into between the two Councils.
- 10.2 Decisions regarding human resources cannot be made by CDC Executive or SNC Cabinet. Human resource elements of the business case are considered by the JCC. The business case must be approved by CDC Executive and SNC Cabinet in respect of non-staffing matters and by the JCC in respect of staffing matters before the Councils can be deemed to have approved the business case.
- 10.3 A redundancy situation arises where the requirement of the employing council for work of a particular kind to be undertaken are expected to cease or diminish as a result of the proposed changes.

Comments checked by:

Kevin Lane, Head of Law & Governance, 01295 221661,
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11.0 Risk Implications

- 11.1 Section 14 of the draft business case sets out the risk implications.

The risks associated with the HR elements of the business case relate to the usual range of employment risks which will be considered by the JCEEC and the JCC. The Councils have HR policies in place to ensure that the change is managed in line with best practice and the law which mitigates these risks as far as possible.

Comments checked by:

Claire Taylor, Business Transformation Manager, 01295 221563;
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12.0 Equality Implications

- 12.1 An Equality Impact Assessment initial screening assessment has been carried out and it has been determined that the proposal does not have any adverse impact on equality groups and as a result a full impact assessment and associated action plan is not required.

Comments checked by:

Caroline French, Corporate Policy Officer, 01295 221586
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13.0 Decision Information

Key Decision

Financial Threshold Met: **Yes**

Community Impact Threshold Met: No

Wards Affected

All wards

Links to Corporate Plan and Policy Framework

Cherwell: A Thriving Community – Work to support health and wellbeing across the District: Provide high quality and accessible leisure opportunities: and Provide support to the voluntary and community sector.

Lead Councillors

Councillor George Reynolds, Deputy Leader
Councillor Tony Illott, Lead Member for Public Protection.

Document Information

Appendix No	Title
1	Joint Community and Leisure Service Business Case
2	Community and Leisure Business Case Consultation Log 4 April to 29 April 2016
Background Papers	
None	
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