

Cherwell District Council and South Northamptonshire Council

Joint Commissioning Committee

Minutes of a meeting of the Joint Commissioning Committee held at The Forum, Moat Lane, Towcester, NN12 6AD, on 9 February 2017 at 6.30 pm

Present: Councillor Ian McCord (Vice-Chairman, in the Chair)

Councillor Ken Atack
Councillor Anthony S. Bagot-Webb
Councillor Phil Bignell
Councillor Rebecca Breese
Councillor Mike Kerford-Byrnes
Councillor Chris Lofts
Councillor Barry Richards

Substitute Members: Councillor D M Pickford (In place of Councillor G A Reynolds)

Also Present: Peter Marston, EntectSi, for agenda item 10

Apologies for absence: Councillor Barry Wood
Councillor Roger Clarke
Councillor G A Reynolds
Councillor Dan Sames

Officers: Sue Smith, Chief Executive
Karen Curtin, Commercial Director
Paul Sutton, Chief Finance Officer / Section 151 Officer
James Doble, Interim Assistant Director Transformational Governance
Natasha Clark, Interim Democratic and Elections Manager

67 **Declarations of Interest**

12. Recommendation from the Joint Chief Executive's Appraisal.

Sue Smith, Disclosable Pecuniary Interest, as the item related to her appraisal.

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

There were no petitions or requests to address the meeting.

69 **Chairman's Announcements**

There were no Chairman's announcements.

70 **Minutes**

The Minutes of the meeting of the Committee held on 26 January 2017 were agreed as a correct record and signed by the Chairman.

71 **Update on the Establishment of a Joint Revenues and Benefits Teckal Company and Sister Trading Company**

The Assistant Director - Transformational Governance submitted a report to update members on progress with regards to the setup of joint local authority owned companies.

Resolved

- (1) That the progress on activities taking place with regard to the establishment of the companies, the communication plan activity, the sequence for the company establishment and transfer of revenues and benefits provision be noted.
- (2) That authority for the final sign off of the articles and shareholder agreement/ memorandum of understanding and the business plans of the revenues and benefits teckal company and sister trading company be delegated to the Head of Law and Governance in consultation with the Chairman of the Joint Commissioning Committee, the Vice-Chairman of the Joint Commissioning Committee, the Chief Finance Officer and the Assistant Director – Transformational Governance.
- (3) That officers be requested to bring a gateway decision report to the committee in September to decide on the transfer date and to review the business and financial plans and it be noted that this report will also include an update on governance specifically in relation to shareholder arrangements.

72 **Notification of Urgent Action: Revised Drugs and Alcohol Policy**

The Joint Chief Executive submitted a report to inform Members of the decision taken by the Joint Chief Executive under urgent powers in consultation with the Councillor Wood (Chairman of the Joint Commissioning Committee) to adopt a revised Drugs and Alcohol Policy, across both Cherwell District Council and South Northamptonshire Council.

Members requested that an update on the implementation of the Policy be submitted to the Committee in twelve months' time.

Resolved

- (1) That the urgent action taken by the Joint Chief Executive to adopt the revised shared Drugs and Alcohol Policy (annex to the Minutes as set out in the Minute Book) with immediate effect be noted.

73 **Urgent Business**

There were no items of urgent business.

74 **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, 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.

75 **ICT Strategy 2017-2020**

The Commercial Director submitted an exempt report which presented the joint Cherwell District and South Northamptonshire Councils' IT Strategy for the period 2017-2020. The Strategy sets out the vision and direction for the development of an IT service that will ensure the councils are able to meet their strategic priorities address customer needs and deliver transformation objectives.

The Strategy had been considered by the Member led IT Transition Board who had endorsed and recommended that the Strategy be agreed by the JCC.

Peter Marston, EntectSi, gave a presentation on the IT Strategy.

Members asked a number of questions to which answers were duly given.

Resolved

- (1) That the draft IT Strategy (exempt annex to the Minutes as set out in the Minute Book) be agreed as the framework and plan for future development of the IT service.
- (2) That the investments requires to deliver the strategy (as set out in the Strategy, exempt annex to the Minutes as set out in the Minute Book, and agreed by the Chief Finance Officer) and the expected return on investment being realised within 2018/19.
- (3) That the high level forward plan which will form the basis of the delivery plan for the period of the strategy be noted.

76 **Commercial Development Update: Exploring New Models to Maximise the Benefits from Growth and Development**

The Commercial Director submitted an exempt report which presented an update on a potential opportunity being explored by the Commercial Panel, which was now at a stage where feedback was required from potential partners to ascertain whether the project has any scope to deliver longer term benefits.

The report set out the background to the project to date and the framework of an agreement to continue scoping the project with a third party.

With regards to Members receiving updates on the projects, the Commercial Director advised the Committee that regular updates were submitted to the Commercial Panel, which reported to the Transformation Joint Working Group and subsequently to the Joint Commissioning Committee as required. Bi-annual reports would also be submitted to CDC Executive and SNC Cabinet.

Resolved

- (1) That the scope and background of the project (exempt annex to the Minutes as set out in the Minute Book) be noted.
- (2) As set out in the exempt decisions.
- (3) That officers be requested to submit updates on the progress of the project to meetings of the Commercial Panel.

77 **Recommendation from the Joint Chief Executive's Appraisal**

The Committee considered an exempt report of the Chief Finance Officer / Deputy Head of Paid Service to consider a recommendation from the Joint Chief Executive's appraisal.

Resolved

- (1) As set out in the exempt minutes.

(Having declared an interest, the Chief Executive left the meeting for the duration of this item)

The meeting ended at 7.42 pm

Chairman:

Date: