

## **Cherwell District Council and South Northamptonshire Council**

Informal notes of an inquorate meeting of the Joint Commissioning Committee held at Bodicote House, Bodicote, Banbury, Oxon OX15 4AA, on 20 June 2017 at 6.30 pm

### Attendees

Councillor Anthony S. Bagot-Webb  
Councillor Rebecca Breese  
Councillor Roger Clarke  
Councillor Chris Lofts  
Councillor Ian McCord  
Councillor D M Pickford

Councillor Stephen Clarke (In place of Councillor Phil Bignell)  
Councillor Ian Corkin (In place of Councillor Mike Kerford-Byrnes)

### Apologies for absence:

Councillor Phil Bignell  
Councillor Mike Kerford-Byrnes  
Councillor Barry Richards  
Councillor Dan Sames  
Councillor Nicholas Turner  
Councillor Barry Wood

### Officers:

Ian Davies, Director of Operational Delivery / Head of Paid Service  
Scott Barnes, Director of Strategy and Commissioning  
Paul Sutton, Chief Finance Officer / Section 151 Officer  
Andy Preston, Head of Development Management  
Claire Taylor, Assistant Director - Commercial and Innovation  
Mandy Targett, HR Business Partner for Resources  
Natasha Clark, Interim Democratic and Elections Manager

### MEETING ABANDONED AS INQUORATE

Committee members agreed to discuss the agenda items informally and the notes would be submitted to the next meeting of the Committee for endorsement.

In the case of agenda item 9: Final Business Case: Joint Development Management Service and agenda item 13: Benefits Realisation Review: Human Resources and Organisational Development, the Committee supported the proposal of the Interim Chief Executive that they informally discuss the items and that he take urgent action in consultation with all members of the Joint Commissioning Committee to implement the decisions to avoid any delay in the process. The Interim Chief Executive confirmed that

he would submit a report to the 20 July JCC meeting to provide formal notification of the urgent action as required by the Constitution.

1 **Appointment of Chairman for the Municipal Year 2017-2018**

Item deferred to the 20 July 2017 meeting of the Joint Commissioning Committee

2 **Appointment of Vice-Chairman for the Municipal Year 2017-2018**

Item deferred to the 20 July 2017 meeting of the Joint Commissioning Committee

3 **Declarations of Interest**

13. Benefits Realisation Review: Human Resources and Organisational Development.

Mandy Targett, Declaration, as her post was included in the review and would leave the meeting for the duration of the item.

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

There had been no petitions or requests to address the meeting.

5 **Chairman's Announcements**

The meeting being inquorate, the appointment of a Chairman for the Municipal Year 2017-2018 had been deferred to the 20 July 2017 meeting and there were therefore no Chairman's announcements.

6 **Minutes**

Item deferred to the 20 July 2017 meeting of the Joint Commissioning Committee

7 **Notification of Urgent Action 2017/18 Cost of living pay award for the Joint Management Team and Shared Service Managers**

Item deferred to the 20 July 2017 meeting of the Joint Commissioning Committee

8 **Final Business Case: Joint Development Management Service**

The Head of Development Management submitted a report which presented the final business case following consultation for a joint Development

Management Service across Cherwell District and South Northamptonshire Councils and sought agreement of the staffing elements of the business case.

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

The Head of Development Management confirmed that the Joint Councils Employee and Engagement Committee had considered and endorsed the business case, recommending that it be approved.

The meeting supported the staffing elements of the business case and that the Interim Chief Executive should use urgency powers to implement the recommendations and accordingly the staffing elements of the Final Business Case for a Joint Development Management Service and submit a report confirming the action taken to the next meeting of the Committee.

9 **Urgent Business**

There were no items of urgent business.

10 **Exclusion of the Public and Press**

The meeting having been abandoned as inquorate and the discussions continuing informally meant it was not necessary to exclude the public and press.

11 **Final Business Case: Joint Development Management Service - Exempt Appendices**

The exempt appendix to the Final Business Case: Joint Development Management Service had been considered at the same time as the cover report and had been duly noted.

12 **Benefits Realisation Review: Human Resources and Organisational Development**

The Assistant Director – Commercial Development and Innovation submitted an exempt report which presented a series of recommendations to reconfigure the HR and OD Service following the completion of the benefits realisation review.

The meeting supported the recommendations and that the Interim Chief Executive should use urgency powers to implement the recommendations and submit a report confirming the action taken to the next meeting of the Committee.

The meeting ended at 7.55pm