

## **JOINT SHARED SERVICES & PERSONNEL COMMITTEE**

**MINUTES** of the meeting held on Monday, 25 April 2022 commencing at 2.00 pm and finishing at 2.40 pm

### **Present:**

Councillor Liz Brighthouse OBE – in the Chair  
Councillor Ian Corkin – Vice-Chair

### **Councillors:**

Ian Corkin	Mike Kerford-Byrnes	Barry Wood
Donna Ford	Liz Leffman	Jane Murphy (substitute)
Andrew Gant	Barry Richards	

### **Officers:**

Stephen Chandler	OCC Interim Chief Executive
Lorna Baxter	OCC Director of Finance & S151 Officer
Richard Hodby	Solicitor, on behalf of the OCC Director of Law & Governance & Monitoring Officer
Robin Rogers	OCC Programme Director
Nathan Elvery	CDC Interim Chief Operating Officer
Michael Furness	CDC Assistant Director of Finance & S151 Officer
Shahin Ismail	CDC Interim Monitoring Officer
Natasha Clark	Governance & Elections Manager

## **21/22 APOLOGIES FOR ABSENCE AND TEMPORARY APPOINTMENTS**

Apologies were received from Councillor Eddie Reeves, with Councillor Jane Murphy attending as substitute.

Apologies were received from Councillor Ian Middleton, with no substitute appointed.

## **22/22 DECLARATIONS OF INTEREST - SEE GUIDANCE NOTE**

There were no declarations of interest.

## **23/22 PETITIONS AND PUBLIC ADDRESS**

There were no petitions or public addresses.

## **24/22 MINUTES**

The Minutes of the meeting of the Committee held on 14 March 2022 were agreed as a correct record and signed by the Chair, subject to the following amendment:

Minute 14/22: Penultimate paragraph, replace “two” with “three”

## **25/22 JOINT OFFICER TRANSITION WORKING GROUP (JOTWG) UPDATE AND RECOMMENDATIONS**

The Chief Executive (Cherwell District Council) and the Interim Chief Executive (Oxfordshire County Council) submitted a report which, in-line with the decision in February 2022, of both Councils to give notice to terminate the current s.113 partnerships between the Councils and the subsequent direction of travel for future working endorsed by the JSS&P Committee on 14 March, set out recommendations for future working arrangements for the six services now within Phase 1 of the transition programme approved by the Committee.

## **26/22 EXCLUSION OF THE PRESS AND PUBLIC (IF REQUIRED)**

### **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 items 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.

## **27/22 JOINT OFFICER TRANSITION WORKING GROUP (JOTWG) UPDATE AND RECOMMENDATIONS - EXEMPT MATTERS, IF REQUIRED**

The Programme Director presented exempt Annex B, which set out a summary of the proposal for each of the following service areas brought forward by the JOTWG following the due diligence and service review process: Internal audit; Counter Fraud Service; Climate Action Team; Corporate Health and Safety; Policy and Strategy; and, Healthy Place Shaping.

In relation to Internal Audit and the Counter Fraud Service, it was recommended that revised partnership working arrangements be established for the two services areas.

In relation to Climate Action, it was recommended that the partnership working arrangements through the current s.113 Agreement be decoupled and a revised partnership working arrangement be established.

Following the services reviews, the Committee was recommended to support the decoupling of partnership working arrangements managed through the current s.113 agreement in Corporate Health and Safety, Policy and Strategy Healthy Place Shaping.

The presentation included an overview of the exempt staffing and financial aspects in relation to each service review. The Committee was advised that no specific posts were put at direct risk through the recommendations.

In response to Members' questions, the OCC Director of Finance and CDC Assistant Director of Finance explained that there had been minor changes to the baseline figures but the overall financial implications would not be known until all service reviews had been completed.

The Committee noted the exempt aspects of the report and presentation and endorsed the proposal for each service area.

## **28/22 READMITTANCE OF THE PRESS AND PUBLIC**

### **Resolved**

That the press and public be readmitted to the meeting.

## **29/22 JOINT OFFICER TRANSITION WORKING GROUP (JOTWG) UPDATE AND RECOMMENDATIONS**

There being no further discussion on the report, the Committee unanimously agreed all recommendations.

### **Resolved**

- (1) That the programme update be noted.
- (2) That the establishment of revised partnership working arrangements for the following services, as set out in the exempt annex to the Minutes (as set out in the Minute Book), subject to the conclusion of suitable agreements between the Councils be agreed:
  - Internal Audit
  - Counter-Fraud
- (3) That the decoupling of the partnership working arrangements managed through the current s.113 agreement and establishment of a revised partnership working arrangement for the following services, as set out in the exempt annex to the Minutes (as set out in the Minute Book), subject to the conclusion of suitable agreements between the Councils:
  - Climate Action

- (4) That the completion of such agreements and any actions necessary to establish the revised partnership arrangements in relation to the services identified in resolutions (2) and (3) be delegated to the Assistant Director Law and Governance (CDC) and the Director of Law and Governance (OCC), in consultation with the Leaders of each Council.
- (5) That the decoupling of partnership working arrangements managed through the current s.113 agreement as set out in the exempt annex to the Minutes (as set out in the Minute Book), in the following services be supported:
- Corporate Health and Safety
  - Policy and Strategy
  - Healthy Place Shaping
- (6) That the final arrangements and actions necessary for transition in the services identified in resolution (5) be delegated to the Chief Executive (CDC) and Interim Chief Executive (OCC) working through the Joint Officer Transition Working Group (JOTWG).

..... in the Chair

Date of signing .....