

# Shared Services Joint Committee

## Agenda

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<b>Date:</b>	<b>Thursday, 26th November, 2009</b>
<b>Time:</b>	<b>1.30 pm</b>
<b>Venue:</b>	<b>West Committee Room - Municipal Buildings, Earle Steet, Crewe</b>

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The agenda is divided into 2 parts. Part 1 is taken in the presence of the public and press. Part 2 items will be considered in the absence of the public and press for the reasons indicated on the agenda and at the foot of each report.

### **PART 1 – MATTERS TO BE CONSIDERED WITH THE PUBLIC AND PRESS PRESENT**

1. **Apologies for Absence**

To note attendances, substitutes, and any apologies for absence.

2. **Public Speaking Time/Open Session**

Members of the public are entitled to address the Joint Committee on reports contained within the agenda. One person can speak in support of each item, and one against, with a limit of three minutes each. It would be helpful if any person wishing to speak would give prior notice to the Democratic Services Officer named below.

3. **Minutes of Previous meeting** (Pages 1 - 4)

To approve the minutes of the meeting held on 26 October 2009.

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For any apologies or requests for further information, or to give notice of a question to be asked by a member of the public

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4. **Exclusion of the Press and Public**

The reports relating to the remaining items on the agenda have been withheld from public circulation and deposit pursuant to Section 100(B)(2) of the Local Government Act 1972 on the grounds that the matters may be determined with the press and public excluded.

The Committee may decide that the press and public be excluded from the meeting during consideration of the following items pursuant to Section 100(A)4 of the Local Government Act 1972 on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 2 and 3 of Part 1 of Schedule 12A to the Local Government Act 1972 and public interest would not be served in publishing the information.

**PART 2 – MATTERS TO BE CONSIDERED WITHOUT THE PUBLIC AND PRESS PRESENT**

5. **Shared Services - Staff Reductions** (Pages 5 - 10)

To consider the report of the Borough Treasurer and Head of Assets (Cheshire East) and the Director of Resources (Cheshire West and Chester).

**CHESHIRE EAST COUNCIL**

Minutes of a meeting of the **Shared Services Joint Committee**  
held on Monday, 26th October, 2009 in the East Committee Room - Municipal  
Buildings, Earle Street, Crewe, CW1 2BJ

**PRESENT** (for whole or part of the meeting)Cheshire East Council

Councillor P Mason (Chairman)

Councillor D Brown

Councillor F Keegan

Cheshire West and Chester Council

Councillor L Ford (Vice-Chairman)

Councillor M Jones

Councillor R Short

**OFFICERS IN ATTENDANCE**Cheshire East Council

Mr C Chapman Borough Solicitor

Ms L Quinn Head of Assets

Mr A Taylor Communications Team

Cheshire West and Chester Council

Mr P Foster Consultant Adviser (PWC) to the Council

Ms J Gill Director of Resources

Mr D Lacey Head of ICT

Mr E Murdoch-Hollies Head of Human Resources

**28 PUBLIC SPEAKING TIME/OPEN SESSION**

In accordance with Procedure Rules Nos. 11 and 35, a total period of 10 minutes was allocated for members of the public to address the Joint Committee on any matter relevant to its work.

There were no members of the public present and the Joint Committee, therefore, proceeded to its next business.

**29 MINUTES OF PREVIOUS MEETING****RESOLVED**

That the minutes of the meeting held on 30 September 2009 be approved as a correct record.

**30 (1) TRANSITION SHARED SERVICES UPDATE: (2) ICT BUSINESS PLAN CLARIFICATION**

Consideration was given to the joint report of the Borough Treasurer and Head of Assets (Cheshire East Council) and the director of Resources (Cheshire West and Chester Council).

The report provided an update on transition activity and indicated which services, where sharing arrangements were scheduled to end on 31<sup>st</sup> August 2009, had successfully completed the disaggregation.

At the previous meeting, a number of questions and points of clarification had been requested for the Business Plans and Service Delivery Statement documents for the shared services of –

- ICT
- Farms Estate
- Highways Maintenance Contract
- Archaeology
- Commissioned Community Equipment

The report provided the Joint Committee with responses to the issues which had been raised. It was noted that further amendments to the plans may be required following the outcome of the “Visioning Day” scheduled for 10<sup>th</sup> December 2009.

With reference to the Highways Maintenance Contract, there was doubt about the expiration date. It had been understood that during the transitional year, an extension to 2012 had been offered to BAM Nuttall and had been accepted. However, current legal advice indicated that the contract would terminate in March 2011. It was suggested that the Cheshire East Strategic Director, Places and the Cheshire West and Chester Director of Environment discuss this issue to clarify the situation for the Joint Committee.

**RESOLVED**

That

- (a) The closure of shared service arrangements be confirmed for those services disaggregating on 31<sup>st</sup> August 2009 where the transition had now been completed and approved by the Joint Officer Board, namely the Inclusion and Education and Early Years Reform Programme services;
- (b) The extension of the Schools Admission shared service to 31<sup>st</sup> October 2009 be confirmed; and

- (c) The points of clarification relating to the questions raised about the business plans, at the previous meeting held on 30<sup>th</sup> September 2009, be noted.

### **31 FUTURE MEETING DATES**

The Joint Committee was asked to note dates for the remainder of the Municipal Year. Additional meetings would be arranged as and when required.

RESOLVED

That the Joint Committee note the dates for meetings for the remainder of the Municipal Year, as follows -

Thursday	26 November 2009	1.30 pm
Wednesday	16 December 2009	1.30 pm
Monday	25 January 2010	2.00 pm
Friday	12 March 2010	10.00 am

### **32 EXCLUSION OF THE PRESS AND PUBLIC**

RESOLVED

That the press and public be excluded from the meeting during consideration of the following item, pursuant to Section 100(A)4 of the Local Government Act 1972 on the grounds that it involved the likely disclosure of exempt information as defined in Paragraphs 2 and 3 of Part 1 of Schedule 12A of the Local Government Act 1972 and the public interest would not be served in publishing the information.

### **33 SHARED SERVICES STAFF REDUCTIONS**

Consideration was given to the joint report of the Borough Treasurer and Head of Assets (Cheshire East) and the Director of Resources (Cheshire West and Chester), together with revised schedules tabled at the meeting.

The Joint Committee was asked to approve the recommendations of the Joint Officer Board which would enable budget targets to be met.

RESOLVED

That the applications for voluntary redundancy, as detailed in the revised matrix tabled at the meeting, be approved with effect from 13<sup>th</sup> November 2009.

The meeting commenced at 10.00 am and concluded at 10.30 am

Councillor P Mason (Chairman)



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By virtue of paragraph(s) 2, 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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