

## **CHESHIRE EAST COUNCIL**

Minutes of a meeting of the **Shared Services Joint Committee**  
held on Friday, 25th November, 2011 in Committee Room 1 - Wyvern House,  
The Drummer, Winsford, CW7 1AH

### **PRESENT**

Councillor P Mason (Chairman)  
Councillor L Ford (Vice-Chairman)

Councillors D Brown, M Jones, L Riley and S Parker (for Cllr Mike Jones).

### **OFFICERS**

#### Cheshire East Council

Lisa Quinn – Director of Finance and Business Services  
Julie Openshaw – Legal Team Leader  
Steven Wilcock – Finance Lead  
Cherry Foreman – Democratic Services Officer

#### Cheshire West and Chester Council

Julie Gill – Director of Resources  
Amanda Ridge – Transformation Project Manager

### **17 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Mike Jones.

### **18 DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **19 PUBLIC SPEAKING TIME/OPEN SESSION**

There were no members of the public present.

### **20 MINUTES OF PREVIOUS MEETING**

#### **RESOLVED:**

That the minutes of the meeting held on 30 September 2011 be confirmed as a correct record.

### **21 MID YEAR PERFORMANCE REPORT**

Consideration was given to a report summarising the mid year performance for all long term shared services set against their 2010-13 business plans. The report focused on delivery in the current year noting where targets were being achieved and highlighting areas of emerging challenge.

The remaining long term shared services include HR and Finance, ICT, Farms Estates, Emergency Planning, Archives, Libraries Specialist Support, Rural Touring Network and the Youth Offending Service; all being rated amber bar the last two which were green. The reasons for each individual rating were discussed these being factors as slippage in service delivery and/or budget forecasting which might result in an overspend at year end.

In considering the archives service it was commented that both Halton and Warrington Councils needed to be included in any future discussions as they were both directly involved through a previous Cheshire County re organisation for which different legacy arrangements applied.

It was noted that benchmarking data, shown in Appendix 1 of the report, had been improved thus providing a more robust approach to risk management; Members were requested to direct any particular queries on the detailed information to the Transformation Manager.

Appendix 2 of the report gave a detailed break down of the budget challenge for 2012-13 and, with regard to the Farms Estate, it was noted that a detailed review was to be carried out.

**RESOLVED:**

That the Shared Services mid year report for 2011-12 be noted.

The meeting commenced at 2.00 pm and concluded at 2.40 pm

Councillor P Mason (Chairman)