

Minutes of a meeting of the **Shared Services Joint Committee**
held on Friday, 10th January, 2014 at Committee Room 1 - Wyvern House,
The Drummer, Winsford, CW7 1AH

PRESENT

Councillor D Brown (Chairman)
Councillor L Ford (Vice-Chairman)

Councillors B Moran, P Raynes, L Jones and L Riley

Officers

Cheshire East Council

Chris Mann, Corporate Resources Manager
Jackie Gray, Corporate Manager Business Intelligence and Data
Suzanne Antrobus, Senior Lawyer
Steve Wilcock, Finance Lead
Rachel Graves, Democratic Services Officer

Cheshire West and Chester Council

Julie Gill, Director of Resources
Sharon Barclay, Project Manager Change Management Service
Vanessa Whiting, Head of Legal and Democratic Services
Karen McIlwaine, Senior Legal Manager - Safeguarding and Litigation

Dominic Whelan, Managing Director CoSocius

32 APOLOGIES FOR ABSENCE

There were no apologies for absence.

33 DECLARATIONS OF INTEREST

No Declarations of Interest were made.

34 PUBLIC SPEAKING TIME/OPEN SESSION

No members of the public were in attendance and no questions had been submitted prior to the meetings.

35 MINUTES OF PREVIOUS MEETING

RESOLVED:

That the minutes of the meeting held on 29 November 2013 be approved as a correct record and signed by the Chairman.

36 SHARED SERVICES POSITION STATEMENT

Consideration was given to a report which provided a summary of the current position of the Shared Services arrangements between Cheshire East Council and Cheshire West and Chester Council.

A summarised position statement for all current Shared Service arrangements was detailed in Appendix 1 to the report.

One of the outcomes from the strategic and operation review of the Libraries Support Services and the Education Library Service was that Cheshire East staff employed in the Libraries Support Service would be transferred to Cheshire West and Chester under TUPE regulations. Following some delay this had now been completed with the Transfer Agreement becoming operational on 5 December 2013.

The Cheshire Archives and Local Studies Shared Services Manager was seeking to put a similar arrangement into place to reducing the amount of management time spent on managing two sets of staff on differing terms and conditions of employment. The Joint Officer Board had endorsed this approach with a view to getting the transfer arrangements in place by 1 April 2014 and the Committee was asked to approve the proposal.

It was expected that the feasibility study relating to the potential re-location of the Cheshire Archive would be delivered in March 2014. On delivery of the Report, a preferred option could be identified and work commenced on securing external funding from the Heritage Lottery Fund.

RESOLVED: That

- (1) the overall position statement relating to current Shared Service arrangements be noted; and
- (2) the proposal to enter into a Transfer Agreement for staff employed in the Cheshire Archives and Local Studies Shared Service be approved.

37 EXCLUSION OF THE PRESS AND PUBLIC

The Committee were informed that the report made specific references to commercial information, operational issues and on-going negotiations between Cheshire West and Chester Council and Cheshire East Council and a third partner that could not be disclosed at this point in time, and

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 Paragraph 3 of Part 1 of

Schedule 12A to the Local Government Act 1972 and public interest would not be served in publishing the information.

Paragraph 3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information)

38 PRINCIPLES OF ON-BOARDING FURTHER PARTNER INTO COSOCIUS LTD

Consideration was given to the report of Managing Director, CoSocius Ltd on the principles of on-boarding a further partner into CoSocius Ltd.

RESOLVED: That

- (1) Agreement in principle be given for Wirral Council to join CoSocius as a third partner.
- (2) The Principles of Wirral joining CoSocius be agreed as outlined in section 3.4 of the report.
- (3) Agreement in principle be given that Wirral Council join CoSocius as a full partner and the Section 151 officers of both Councils be authorised to proceed with the next steps, as outlined in section 11 of the report.
- (4) A full business case be presented in March 2014 demonstrating the full expected benefits and associated costs of change to enable an informed decision to be made regarding Wirral becoming a partner in CoSocius.

The meeting commenced at 12.30 pm and concluded at 1.45 pm

Councillor D Brown (Chairman)