



Shared Services Joint Committee

Agenda

Date: Friday, 25th November, 2011
Time: 2.00 pm
Venue: Committee Room 1 - Wyvern House, The Drummer, Winsford, CW7 1AH

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. Declarations of Interest

To provide an opportunity for Members and Officers to declare any personal and/or prejudicial interest in any item on the agenda.

3. 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.

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

To approve as a correct record the minutes of the meeting held on 30 September 2011.

5. Mid Year Performance Report

Report will be circulated 'To Follow'.

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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CHESHIRE EAST COUNCIL

Minutes of a meeting of the **Shared Services Joint Committee**
held on Friday, 30th September, 2011 at Committee Room 1 - Wyvern
House, The Drummer, Winsford, CW7 1AH

PRESENT

Councillor Peter Mason (Chairman)
Councillor Les Ford (Vice-Chairman)

Councillors Michael Jones, Lynn Riley and Stuart Parker (for Cllr Mike Jones)

Officers**Cheshire East Council**

Lisa Quinn, Director of Finance and Business Services
Julie Openshaw, Legal Team Leader
Jackie Gray, Shared Services Manager
Steven Wilcock, Finance Lead
Chris Williams, Transport Manager
Rachel Graves, Democratic Services Officer

Cheshire West and Chester Council

Julie Gill, Director of Resources
Simon Goacher, Head of Legal and Democratic Services
John Callan, Head of ICT Shared Services
Steve Williams, Senior Manager Integrated Public Transport
Amanda Ridge, Transformation Project Manager

9 APOLOGIES FOR ABSENCE

Apologies were received from Councillors David Brown and Mike Jones

10 DECLARATIONS OF INTEREST

No interests were declared.

11 PUBLIC SPEAKING TIME/OPEN SESSION

There were no members of the public present.

12 MINUTES OF PREVIOUS MEETING**RESOLVED:**

That the minutes of the meeting held on 29 July 2011 be approved as a correct record.

13 SHARED SERVICE POSITION STATEMENT AND TERMINATION OF SHARING ARRANGEMENTS

The Joint Committee considered a report summarising the current position of the shared services arrangements between Cheshire East Council (CE) and Cheshire West and Chester Council (CWAC). In particular, the report highlighted those short term services that had recently disaggregated to enable a transition to separate delivery arrangements in each Council.

An overview providing a current position statement on each shared service was contained in Appendix 1 to the report.

The Joint Committee had previously requested that the benefits be explored of linking the rural touring network, now Cheshire Rural Touring Arts, with the Cheshire Youth Orchestra and Cheshire Youth Choirs to create a new charitable organisation with the ability to attract additional grant funding. A study had been undertaken which concluded that given the different requirements of the organisations, greater collaboration would offer little in terms of additional benefits. The Cheshire Rural Touring Arts operated in a very different way to the Youth Orchestra and Choirs as it was a professional arts touring circuit and community engagement model of work. When applying for funding it did so to different bodies in line with its very different needs and operational requirements. There were no obvious areas of shared working with the Youth Orchestra and Choirs.

However, the new Cheshire Rural Touring Arts partnership with Spot On Lancashire, did provide the opportunity for shared efficiencies. Cheshire Rural Touring Arts received 50% of its funding from the Arts Council England, who had suggested that the Cheshire and Lancashire schemes join together to create a partnership. Both organisations would operate independently but they would report back jointly to the Arts Council England and have elements of shared working in their programmes, training and administrative areas.

The disaggregation of the Sensory Impairment Production Unit had been completed and the transition log was presented for endorsement. It was noted that the appointment to a Technician post in CWAC was currently outstanding and the Joint Committee was requested to endorse the transition log as it stood and delegate the final sign off to the Joint Officer Board once an appointment had been confirmed.

RESOLVED: That

- 1 the overall position statement relating to current shared service arrangements and particularly the work undertaken by the Rural Touring Network Shared Service to explore closer linkages to the Cheshire Youth Orchestra and Cheshire Youth Choir be noted

- 2 the Sensory Impairment Production Unit Transition Log be endorsed subject to an outstanding recruitment issue and final sign off be delegated to the Joint Officer Board.

14 UPDATE ON DISAGGREGATION STATUS AND CONTINUATION OF CERTAIN FUNCTIONS

The Joint Committee considered a report on the aspects of transport management still shared by Cheshire East Council and Cheshire West & Chester Council.

The shared service arrangement for the Integrated Transport Service had expired on 31 March 2011. The Joint Committee had previously agreed that certain aspects of service delivery, such as concessionary bus pass card production, concessionary travel reimbursement of bus operators, and Traveline public transport information call centre, should continue as a shared service to 30 September 2011 to enable officers to identify an appropriate long term solution for these issues. A three month extension to 31 December 2011 was sought to enable the legal agreement to be concluded in relation to Traveline service.

The shared arrangements for the Archaeology Service had now been agreed and the issues (being in close proxies for those in the remaining transport shared arrangements) would be used as a guide to the legal agreement for transport.

RESOLVED: That

- 1 the Shared Service for Traveline services be extended for a period of three months, ending on 31 December 2011, at which time an alternative approach will be agreed.
- 2 once an approach had been agreed (in consultation with both Cheshire East and Cheshire West & Chester legal teams), the decision to implement the alternative approach be delegated to the Joint Officer Board.

15 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 disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972 and public interest would not be served in publishing this information.

16 STAFF REDUCTIONS

Members considered the joint report by the Director of Finance and Business Services (Cheshire East Council) and Director of Resources (Cheshire West and Chester Council) regarding a request for voluntary redundancy.

RESOLVED:

That the application for Voluntary Redundancy, as detailed in the Appendix to the report, be approved with effect from 31 December 2011.

The meeting commenced at 2.00 pm and concluded at 2.25 pm

Councillor P Mason (Chairman)