



Shared Services Joint Committee

Agenda

Date: Friday, 18th May, 2012
Time: 4.00 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 - 2)

To approve the minutes of the meeting held on 27 April 2012.

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

Contact: Cherry Foreman
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5. **Exclusion of the Press and Public**

The report relating to the remaining item on the agenda has 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 item pursuant to Section 100(A)4 of the Local Government Act 1972 on the grounds that it involves the likely disclosure of exempt information as defined in Paragraphs 1 and 5 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

6. **ICT Shared Service Restructure Costs** (Pages 3 - 14)

To consider a joint report of the Director of Finance and Business Services for Cheshire East Council, and the Director of Resources for Cheshire West and Chester Council.

Minutes of a meeting of the **Shared Services Joint Committee**
held on Friday, 27th April, 2012 at Committee Room 1 - Wyvern House,
The Drummer, Winsford, CW7 1AH

PRESENT

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

Councillors D Brown, Mike Jones and L Riley

Officers

Cheshire East Council

Lisa Quinn – Director of Finance and Business Services

Julie Openshaw – Legal Team Leader

Jackie Gray – Shared Services and Procurement Manager

Rachel Graves – Democratic Services Officer

Cheshire West and Chester Council

Julie Gill – Director of Resources

37 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Michael Jones.

38 DECLARATIONS OF INTEREST

There were no declarations of interest.

39 PUBLIC SPEAKING TIME/OPEN SESSION

No members of the public were present.

40 MINUTES OF PREVIOUS MEETING

RESOLVED:

That the minutes of the meeting held on 24 February 2012 be approved as a correct record.

41 SHARED SERVICE POSITION STATEMENT

Consideration was given to a report summarising the current position of the shared service arrangements between Cheshire East (CE) and Cheshire West and Chester Councils (CWAC). In particular, it highlighted those short term shared services that had recently disaggregated to enable a transition to separate delivery arrangements in each Council as planned. An Appendix to the Report detailed the position on all current shared service arrangements.

The disaggregation of the Urban Traffic Control shared service had now been completed and the transition log was presented for endorsement. The service was formally located in Backford Hall, Chester and some equipment would remain on site although arrangements were in place to remove it to alternative premises early in May 2012. The Joint Committee was requested to endorse the Transition Log on the basis that the final sign off be delegated to the Joint Officer Board, once all equipment had been removed from Backford Hall.

The Occupation Health service was being considered for transfer to a separate legal entity to facilitate greater collaboration with partners and increase trading potential. It was requested that a report on the progress with the Occupational Health Service be brought to the next meeting.

RESOLVED: That

- (1) the overall position statement relating to current shared service arrangements be noted.
- (2) the Urban Traffic Control Transition Log be endorsed and final sign off be delegated to the Joint Officer Board.
- (3) a report be brought to the Joint Committee on the progress with the Occupational Health Service.

The meeting commenced at 2.07 pm and concluded at 2.28 pm

Councillor P Mason (Chairman)

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