

CHESHIRE EAST COUNCIL CHESHIRE WEST & CHESTER COUNCIL

SHARED SERVICE JOINT COMMITTEE

Date of Meeting:	30 September 2011
Report of:	Cheshire East – Director of Finance and Business Services Cheshire West & Chester – Director of Resources
Subject/Title:	Shared Services Report – Update on Disaggregation Status and Continuation of Certain Functions

1 Report Summary

- 1.1 This report provides an update on activity relating to the aspects of transport management still shared by the two councils.

2 Recommendations

- 2.1 That members formally resolve to extend the Shared Service for Traveline services for a period of three months, ending on 31 December 2011, at which time an alternative approach will be agreed.
- 2.2 It is requested that once an approach has been agreed (in consultation with both Cheshire East and Cheshire West & Chester legal teams), the decision to implement the alternative approach is delegated to Joint Officer Board.

3 Reasons for Recommendations

- 3.1 The shared service arrangement for the Integrated Transport service expired on the 31 March 2011. The Joint Committee has previously approved the disaggregation of the shared service for the transport coordination unit. The recommendations reflect the activity undertaken since that approval to disaggregate.
- 3.2 Certain tasks are extended beyond the planned expiry date of 31 March 2011 - such as preparation of post-year-end audit and accounts files, and required a short extension of the arrangements to ensure the smooth transition beyond 31 March. The committee has previously resolved to extend transitional arrangements until such time as both councils were able to move toward separate management arrangements.

- 3.3 The view of officers is that the remaining services that the two council wish to continue to share would be best governed through different arrangements to those currently in place.

4 Wards Affected

- 4.1 This report relates to shared services that operate across both Cheshire East and Cheshire West & Chester so all wards are affected in both Councils.

5 Local Ward Members

- 5.1 Not applicable.

6 Policy Implications including – Carbon Reduction - Health

- 6.1 There are no policy implications arising from this report.

7 Financial Implications- transitional costs

- 7.1 Once the alternative approach has been agreed, financial implications will be assessed, although it is envisaged that there should be minimal costs associated with any new approach.

8 Financial Implications 2012/13 and beyond

- 8.1 Once the alternative approach has been agreed, future financial implications will be assessed and fed back to Joint Officer Board.

9 Legal Implications

- 9.1 The Administrative Agreement sets out the overall arrangements in relation to the manner in which the Authorities will work together. The Shared Service Agreement and Secondment Agreement set out the mechanisms for disaggregating transitional shared services. These will be revisited as part of the work involved in changing the approach.

10 Risk Management

- 10.1 There are no significant remaining risks.

11 Background and Options

- 11.1 On 17 September 2010, the Joint Committee resolved to end the current Transport Coordination Shared Service by 31 March 2011. Since then, a substantial body of work has been completed to effect the disaggregation of the Shared Service.

- 11.2 As part of the disaggregation, the Joint Committee further resolved to work toward a long term shared solution for 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. Officers were tasked with identifying an appropriate long-term solution such as a permanent shared service arrangement, service level agreement etc., that would meet the strategic and operational needs of both authorities.
- 11.3 The Joint Committee has previously resolved to await the outcomes of the discussions regarding the shared arrangements for the Archaeology Service. Happily, agreement has been reached in respect of that service, and the issues (being close proxies for those in the remaining transport shared arrangements) will be used as a guide to the legal agreement for transport.

12 Access to Information

The background papers relating to this report can be inspected by contacting the report writers:

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Background Documents:

Cheshire East Cabinet Report – Shared Services – 7th October 2008
Cheshire West and Chester Executive Report – Joint Liaison Committee Recommendations: Caretaker and Nominated Councils; Shared Services: Service Delivery Option; Shared Back Office Services – 15th October 2009
Cheshire East Cabinet Report – Shared Services – 3rd March 2009
Cheshire West and Chester Executive Report – Shared Services – 18th March 2009
Cheshire East Cabinet Report – Shared Services – 23rd March 2009
Cheshire Shared Services Joint Committee Report – 10th June 2009
Cheshire Shared Services Joint Committee Report – 13th July 2009
Cheshire Shared Services Joint Committee Report – 3rd September 2009
Cheshire Shared Services Joint Committee Report – 30th September 2009
Cheshire Shared Services Joint Committee Report – 26th October 2009
Cheshire Shared Services Joint Committee Report – 26th November 2009
Cheshire Shared Services Joint Committee Report – 3rd February 2010
Cheshire Shared Services Joint Committee Report – 12th March 2010
Cheshire Shared Services Joint Committee Report – 31st March 2010
Cheshire Shared Services Joint Committee Report – 28th May 2010
Cheshire Shared Services Joint Committee Report – 16th July 2010

Cheshire Shared Services Joint Committee Report – 17 September 2010
Cheshire Shared Services Joint Committee Report – 29 October 2010
Cheshire Shared Services Joint Committee Report – 26th November 2010
Cheshire Shared Services Joint Committee Report – 7th January 2011
Cheshire Shared Services Joint Committee Report – 25th February 2011
Cheshire Shared Services Joint Committee Report – 18th March 2011
Cheshire Shared Services Joint Committee Report – 29th July 2011

Documents are available for inspection at:

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