



WORKING TOGETHER



Minutes of Shared Services Joint Committee

Meeting date Wednesday, 10 March 2021

Members present: Councillor Alistair Bradley (Chair), Councillor Paul Foster (Vice-Chair) and Councillors Martin Boardman, Graham Dunn, Margaret France, Caroline Moon, David Shaw, Margaret Smith, Matthew Tomlinson and Peter Wilson

Officers: Gary Hall (Chief Executive), Chris Sinnott (Deputy Chief Executive), Asim Khan (Director of Customer and Digital), Victoria Willett (Shared Service Lead – Transformation and Partnerships) and Ruth Rimmington (Democratic and Member Services Team Leader)

Other Members: Councillors Alistair Morwood and Michael Titherington

21.7 Minute's silence

The Chair invited Members to observe a minute's silence in memory of Councillor Colin Clark who had sadly passed away.

21.8 Minutes of meeting Wednesday, 13 January 2021 of Shared Services Joint Committee

Decision (unanimous) that the minutes of the Shared Services Joint Committee held on 13 January 2021 be noted as a correct record.

21.9 Declarations of Any Interests

There were no declarations of interests received.

21.10 Exclusion of the Public and Press

There were no declarations of interests received.

21.11 Shared Services Phase 2 - Update on the Shared Leadership Team

Shared Services Lead - Transformation and Partnerships, Vicky Willett, presented the confidential report of the Deputy Chief Executive which provides an update on the development of the single shared leadership team and interim changes.

Members noted the update and supported the progress.

Decision (unanimously)

- 1. That the progress is noted.**
- 2. That the Committee agrees to sharing the Health and Safety Service across the two councils.**

21.12 ICT Service Review

The Director of Customer and Digital, Asim Khan, presented his confidential report which outlines the background, approach and findings of the ICT service review for Chorley and South Ribble Councils, setting out recommendations for an initial management restructure and service development plan.

Members supported the proposals and noted future proposals regarding flexible and home working will be brought to a future meeting. Members requested sight of consultation responses from affected staff.

Decision (unanimously) That the Shared Services Joint Committee endorse the following for consultation with staff and Unison prior to proposals being presented to Executive Cabinets.

- a) the proposed shared ICT service management restructure.**
- b) the development of the shared service as set out in the service development plan.**
- c) the principles for:**
 - i. creating a single operating model**
 - ii. implementing a staged restructure**
 - iii. centralising the management of line of business applications- where appropriate, roles across the councils where systems administration is identified as a large proportion of the duties of the post should be considered during the service restructure (stage 1b) to sit within the ICT service along with relevant budgets.**
 - iv. reviewing office services**
 - v. aligning systems**

Chair

Date