

CANTERBURY CITY COUNCIL
EAST KENT SERVICES COMMITTEE

**Minutes of a meeting held on Wednesday, 11th April, 2018
at 10.15 am in The Guildhall - The Guildhall**

Present:	Councillor Bayford (Chairman)	
	Councillor Savage	
	Councillor Todd	
	Councillor Conolly	
Officers:	Nadeem Aziz	- Chief Executive (DDC)
	Ed Baird	- Trainee Strategy and Democracy Officer
	Colin Carmichael	- Chief Executive (CCC)
	Julia Crawford	- Head of East Kent Human Resources
	Madeline Homer	- Chief Executive (TDC)
	Tricia Marshall	- Deputy Chief Executive (CCC)
	Harvey Rudd	- Solicitor to the Council (DDC)

1 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Cook and Morris.

2 SUBSTITUTE MEMBERS

There were no substitutes for the meeting.

3 APPOINTMENT OF CHAIRMAN AND VICE-CHAIRMAN

Councillor Bayford and Councillor Savage were appointed as the Chairman and Vice-Chairman of the Committee for the remainder of the council year 2017-18.

4 DECLARATION OF ANY INTERESTS

No declarations of interests were received from councillors or officers.

5 MINUTES OF THE MEETING HELD ON 24 JANUARY 2018

The minutes were confirmed as a true record and signed by the Chairman.

6 CHANGES TO STRUCTURE AND DELEGATIONS FOLLOWING THE CONTRACTING OF SERVICES TO CIVICA

This item was considered after the exclusion of the press and public.

7 ANY OTHER URGENT BUSINESS TO BE DEALT WITH IN PUBLIC

None.

8 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED: That under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following items of business on the grounds that there would be disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act or the Freedom of Information Act or both.

9 CHANGES TO STRUCTURE AND DELEGATIONS FOLLOWING THE CONTRACTING OF SERVICES TO CIVICA

The Chief Executive of Thanet District Council introduced the report, which set out the proposed structure that had been developed following consultation with staff and relevant trade unions.

The Committee was requested to approve the new structure and the changes to the associated delegations to be effective from 1 May 2018.

The report set out the following options:

- (i) To accept the proposed new structure and associated changes to delegation in order to ensure the future East Kent Services (EKS) structure is able to provide the joint client function for the management of the Civica contract and also able to deliver the target savings outlined in previous reports.
- (ii) Not to accept the proposed new structure and associated changes to delegation and to ask Councils to consider alternative methods to achieve the equivalent savings required.

RESOLVED

- (1) **To approve** the implementation of the new structure for East Kent Services, as outlined in the report and for the structure to be effective from 1 May 2018;
- (2) **To note** that the changes outlined in the proposed restructure include the removal of the existing Director of Shared Services position in favour of a lower graded role of Head of Shared Services;
- (3) **To agree** the changes to the existing delegations that currently flow from East Kent Services Committee to the Director of Shared Services (and Director of Collaborative Services); specifically, to approve the amendment of the wording in the existing delegations to delete references to the 'Director of Shared Services and Director of Collaborative Services and to insert 'the Head of Shared Services and Head of Collaborative Services' as applicable;
- (4) **To request** the Monitoring Officers and Chief Legal Officers of Thanet District Council, Dover District Council and Canterbury City Council to make the necessary changes to the existing Collaboration Agreement and other associated documentation in order to give effect to such changes outlined in recommendation (3) to this report; further noting that any such proposed changes (to the Collaboration Agreement) will be taken to each Council for individual agreement prior to being brought back to this Committee.

Reasons for the decision – it provided a more balanced and appropriate structure for the remaining EKS, ensuring the correct level of capability to deliver the residual services (ICT and HR) and enabled effective and robust contract management of the Civica contract on behalf of the councils. It also enabled the delivery of the expected efficiency savings within the residual component of EKS.

10 **ANY OTHER BUSINESS WHICH FALLS UNDER THE EXEMPT PROVISIONS OF THE LOCAL GOVERNMENT ACT 1972 OR THE FREEDOM OF INFORMATION ACT 2000 OR BOTH**

None.

There being no other business the meeting closed at 10.23 am.