

CANTERBURY CITY COUNCIL
EAST KENT SERVICES COMMITTEE

**Minutes of a meeting held on Wednesday, 16th December, 2020
at 8.30 am in online only**

Present:

Councillor Bartlett
Councillor Carnac
Councillor Everitt

Officers:

Madeline Homer	- Chief Executive
Nadeem Aziz	- Chief Executive
Steven Boyle	- Head of Legal Services
Charlie Greenway	- Business Change Manager
Michaela Hupe	- Principal Solicitor - Contract and Procurement
Josie Newman	- Democratic Services Manager
Maria Short	- Democratic Services Officer

410 Apologies for absence

Apologies for absence had been received from Councillors Fitter-Harding, Holloway and Whitehead.

411 Substitute Members

There were no substitute members for the meeting.

412 Appointment of Chair and Vice-chair for 2020/21

RESOLVED: That Councillor Everitt be elected Chair of the committee for the year 2020/21.

RESOLVED: That Councillor Bartlett be elected Vice-Chair of the committee for the year 2020/21.

413 Declaration of any interests

There were no declarations of interest made.

414 Minutes of the previous meeting

The minutes of the previous meeting were agreed as a true record.

415 **East Kent Human Resources Contract with the Marlowe Theatre Trust**

Members discussed the report which sought authority from the Committee for Dover District Council (DDC) to enter into a contract for the provision of HR services by EKHR to the Marlowe Theatre Trust.

The recommendations in the report were proposed and seconded and when put to a vote AGREED.

RESOLVED:

1. That DDC (employing Authority for EKHR) enters into a contract with the Marlowe Trust to provide HR services via EKHR.
2. That the terms are approved by the Interim Head of Shared Services in consultation with the Head of EKHR and DDC.
3. That the Solicitor to the Council at DDC, on behalf of DDC, is authorised to sign the contract.

Reason for decision: The acceptance of the proposal provides business continuity for the Marlowe Trust. It also provides a revenue contribution to the costs of maintaining the HR service and prevents redundancies from EKHR.

A record of the vote was taken as follows:

For the proposal: Councillors Bartlett, Carnac and Everitt (3)

Against the proposal: None

Abstained from voting: None

416 **East Kent Human Resources provision for the Canterbury Environment Company**

Members discussed the report which sought authority from the committee to enter into an agreement with Canterbury Environment Company Limited for the provision of HR services from East Kent Human Resources from 1 February 2021 for a period of 14 months to 31 March 2022.

The recommendation in the report was proposed and seconded and when put to a vote AGREED.

RESOLVED: That Canterbury City Council enter into a legally binding side letter in order for Canterbury Environment Company Limited to receive Human Resources, payroll and Occupational Health services to be delivered by East Kent Human Resources.

Reason for decision: The proposal would provide a cost effective solution for the district partners and allows Canterbury Environment Company Limited to deliver the services from day one without having to procure a new back office service at the same time.

A record of the vote was taken as follows:

For the proposal: Councillors Bartlett, Carnac and Everitt (3)

Against the proposal: None

Abstained from voting: None

417 **Any other urgent business to be dealt with in public**

There was no other urgent business to be dealt with in public.

418 **Exclusion of the press and public**

419 **Information exempt from publication: East Kent Human Resources provision for the Canterbury Environment Company**

The information exempt from publication was not discussed.

420 **Any other business which falls under the exempt provisions of the Local Government Act 1972 or the Freedom of Information Act 2000 or both**

There was no other business which fell under the exempt provisions of the Local Government Act 1972 or the Freedom of Information Act 2000 or both.

There being no other business the meeting closed at 8.39 am