

# SHARED SERVICES JOINT COMMITTEE

TUESDAY, 7TH JULY, 2020, 6.00 PM

THE LANCASTRIAN, CHORLEY TOWN HALL, MARKET STREET,  
CHORLEY, PR7 1DP AND MICROSOFT TEAMS

## AGENDA

- 1 Apologies for Absence**
- 2 Appointment of Chairperson**
- 3 Minutes of meeting Tuesday, 3 March 2020 of Shared Services Joint Committee** (Pages 3 - 6)
- 4 Declarations of Any Interests**

Members are reminded of their responsibility to declare any pecuniary interest in respect of matters contained in this agenda.

If you have a pecuniary interest you must withdraw from the meeting. Normally you should leave the room before the business starts to be discussed. You do, however, have the same right to speak as a member of the public and may remain in the room to enable you to exercise that right and then leave immediately. In either case you must not seek to improperly influence a decision on the matter.
- 5 Shared Services Phase 1 Programme Update** (Pages 7 - 12)

Report of the Service Lead for Transformation and Partnerships attached.
- 6 Change Policy** (Pages 13 - 34)

Report of the Shared Service Lead for Transformation and Partnerships attached.
- 7 Exclusion of Press and Public**

To consider the exclusion of the press and public for the following items of business on the ground that it involves the likely disclosure of exempt information as defined in Paragraph 4 of Part 1 of Schedule 12A to the Local Government Act 1972.

By Virtue of Paragraph 4: Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority.

Condition: Information is exempt to the extent that, in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

**8 Shared Services Terms and Conditions Review**

(Pages 35 - 100)

Report of the Deputy Chief Executive attached.

**9 Any other item(s) that the Chair decides is/are urgent**

Heather McManus  
CHIEF EXECUTIVE

Electronic agendas sent to Members of the Shared Services Joint Committee Councillors Paul Foster (Chair), Alistair Bradley (Vice-Chair), Matthew Tomlinson, Colin Clark, Margaret Smith, David Shaw, Martin Boardman, Margaret France, P Wilson and Graham Dunn

The minutes of this meeting will be available on the internet at [www.southribble.gov.uk](http://www.southribble.gov.uk)

Forthcoming Meetings

6.00 pm Thursday, 20 August 2020 - TH Committee Room 1, Chorley Town Hall, Market Street, Chorley, PR7 1DP