

**BOLTON CARE AND SUPPORT STEERING
COMMITTEE**

MEETING, 15th JUNE, 2016

Representing Bolton Council

Councillor Linda Thomas (Chair)

Councillor Ann Cunliffe

Councillor Asif Ibrahim

Councillor Cliff Morris

Councillor Hilary Fairclough

Councillor Mrs Radcliffe

Advisors

Adrian Crook, Assistant Director

Dr John Livesey, CEO Company

Rachel Tanner, Assistant Director

Helen Gorman, Borough Solicitor (Company Secretary)

Sue Johnson, Borough Treasurer

Claire Binks, Senior Group Accountant

Victoria Crossley, Transformation Programme Lead

Vicky Ridge, Democratic Services Manager

Apologies

John Daly, Acting Director of People

Councillor Mrs Thomas in the Chair

9. MINUTES OF THE LAST MEETING

The minutes of the meeting held on 19th May, 2016 were submitted and signed as a correct record.

Further to minute 5 of the previous meeting, Mr. J. Livesey advised that the contract with Agilisys would be resolved.

10. BOLTON CARE AND SUPPORT LIMITED – VARIOUS PROPERTIES.

The Chief Executive Officer submitted a report which apprised members of the current position regarding consideration of various premises to be occupied by Bolton Care and Support Limited.

The report identified the properties which were under consideration and also set out the proposed terms.

Resolved – That the report be noted subject to the deletion of paragraph 3.1 and the Chief Executive Officer be granted delegated authority to agree the terms of the licences with Bolton Council, provided such amendments do not deviate substantially from the terms detailed in the report, and to complete the necessary documentation.

11. MONTHLY DIRECTOR'S REPORT FOR BOLTON CARE AND SUPPORT LIMITED

The Chief Executive Officer submitted a report which updated members on the establishment, development and performance of the Bolton Care and Support Limited Company.

The report summarised the progress being made by the Company and the Council to secure the transfer of services from 1st July, 2016.

Members were advised that work was underway to engage all stakeholders in the development of the Council's vision, value and identify and it was intended to present a final work report to this Steering Committee in July, 2016. However, early findings from the engagement work were presented.

In terms of staff transfer, the report advised that following completion of consultation with trade union, arrangements were now in place to complete the signing of settlement and voluntary severance. This was an intensive process that began on 7th June, 2016 and would continue for two weeks. The report also provided an update on the steps being taken to recruit staff into the new Company to replace those taking VS and VER and to fill existing vacancies. An update was also provided on the next steps in the recruitment to the post of Operations Director.

In conclusion, it was stated that all of the necessary steps were being taken to ensure that the business could begin operation from 1st July, 2016 and these steps included:-

- CQC Registration;
- Completion of Contracts;
- Pension arrangements;
- Insurance; and
- Agreements to use service buildings.

Resolved – (i) That the report be noted.

(ii) That in terms of the recruitment to the post of Operations Director this be processed to Stage 2 and that members of the Steering Committee interview the proposed candidate and if not successful the post be readvertised.

(iii) That at the next meeting of the Steering Committee a report be submitted providing a breakdown of staff who have opted for the settlement option or opted to transfer under the TUPE arrangements.

8. DATE OF NEXT MEETING

Resolved – That the next meeting of the Steering Committee be held on Wednesday 20th July, 2016 at 3.30 p.m.

(The meeting started at 3.30 p.m. and finished at 4.10 p.m.)