

REPORT TO	ON
Council	24 May 2017

Jan 2017



TITLE	AUTHOR	Agenda item No.
Shared Service Joint Committee – Review	C J Elwood Interim Governance Manager	

## 1. PURPOSE OF THE REPORT

**1.1** In 2008 the Council entered into a formal Administrative Collaboration Agreement with Chorley Borough Council for the shared delivery of Finance and Assurance Services and established a Joint Committee to direct and oversee the Service. It is now proposed to increase the remit of the Joint Committee to include the investigation of further opportunities and the business benefits of other services being run on a shared service basis and to oversee any implementation programme.

**1.2** The proposals include an increase to the membership of the Joint Committee and a change to the current mechanism for appointments by the Council.

## 2. RECOMMENDATIONS

**2.1** That Members approve the amended Terms of Reference for the Shared Service Joint Committee as set out at Appendix A

**2.2** That Members approve the increase in the current membership of the Shared Service Joint Committee from 3 to 5 elected members, to be appointed in accordance with the requirements of the Local Government and Housing Act 1989 to achieve political proportionality.

## 3. CORPORATE PRIORITIES

The report relates to the following corporate priorities

Clean, green and safe		Strong and healthy communities	
Strong South Ribble in the heart of prosperous Lancashire		Efficient, effective and exceptional council	√

## 4. BACKGROUND TO THE REPORT

**4.1** The Council has well established arrangements with Chorley Borough Council for the shared delivery of Finance and Assurance Services overseen by a Joint Committee. The joint service was originally developed to help tackle problems of recruitment, capacity and skill shortages and to consolidate and share areas of excellence.

**4.2** Both Councils have now included reference in their Medium Term Financial Strategies to an ambition to explore further opportunities to run other services on a shared service basis to develop more resilient and cost effective services. As a consequence there is a need to increase the remit of the Shared Service Joint Committee to enable members to approve and oversee any implementation programme.

## 5. JOINT SHARED SERVICE COMMITTEE

**5.1** The Council approved the establishment of the existing Shared Service Joint Committee in 2008 and on the basis that the Council would nominate the Cabinet Member and Deputy for Finance and Resources to sit on the Committee with the Cabinet Member for Corporate and Support Services to act as the nominated substitute.

**5.2** The Joint Committee has historically been treated as an Outside Body with the appointment of three members from the Conservative Group in more recent times. It is now proposed to increase the nominated membership from 3 to 5 members from each Council, to be appointed on a politically proportionate basis. This will result in 3 Conservative and 2 Labour nominations from South Ribble Borough Council.

**5.3** The Chairman and Vice Chairman will be appointed at the first meeting of the Joint Committee in the new municipal year and will each serve for a year. It is proposed that each Council will take the Chair on an annual rotational basis and the Chairman and Vice Chairman will be from different Councils.

**5.4** The extended remit of the Committee is reflected in the amended Terms of Reference at Appendix A which states the Committee will have responsibility to:

- Oversee and review the current shared services, including monitoring performance against the Shared Service Agreement
- Investigate and make recommendations on opportunities for other services being run on a shared service basis
- Oversee the implementation and delivery of any additional shared service arrangements
- Manage the resourcing and consider any funding requirements

**5.5** Further information on the proposal to extend Shared Services is due to be considered by the Cabinet of both authorities in June.

## 6. WIDER IMPLICATIONS AND BACKGROUND DOCUMENTATION

### 6.1 Comments of the Statutory Finance Officer

There are no direct financial implications for the Council's budget as a result of approving the recommendations contained within this report.

### 6.2 Comments of the Monitoring Officer

The Committee will operate as a Joint Committee within the relevant powers contained in the Local Government Acts 1972 and 2000 and in accordance with the current Administrative Collaboration Agreement signed in December 2008, which will be kept under review as new proposals are developed.

<p><b>Other implications:</b></p> <ul style="list-style-type: none"><li>• <b>Risk</b></li><li>• <b>Equality</b></li><li>• <b>HR</b></li></ul>	<p>Both Councils have a strong track record in joint working with tried and tested administrative arrangements in place which should assist in minimising the risks going forward.</p> <p>Both Councils have policies in place dealing with equality which will underpin the development of any further shared service provision.</p> <p>The current Collaboration Agreement deals with staffing and HR issues in some detail and will form the basis of any future negotiations.</p>
---	---