

<b>REPORT TO</b>	<b>DATE OF MEETING</b>
Shared Services Joint Committee	22 June 2009

Report template revised June 2008



<b>SUBJECT</b>	<b>PORTFOLIO</b>	<b>AUTHOR</b>	<b>ITEM</b>
End of Project Report	Deputy Leader	Susan Guinness Garry Barclay	

## SUMMARY AND LINK TO CORPORATE PRIORITIES

Although the Forward Plan requires that an Annual Report be presented to this meeting, it was felt that it would be more appropriate and meaningful if the Joint Committee was presented with and End of Project Report on this occasion. This is in recognition of the fact that the Partnership has only been operational since January 2009 and the project to establish the partnership is only now coming to an end.

At the March meeting the Committee received for approval the Partnership Business Improvement Plan and this will provide the basis for quarterly progress reports culminating in an Annual Report for 2009/10 to cover the first full year of operations.

**This project is a high priority to both Councils.**

**Chorley Council's Corporate Strategy for 2008/09 to 2009/10 sets out the Council's main corporate priorities.** Within these priorities areas this project specifically supports the strategic objective of ensuring that Chorley Borough Council is a performing organisation. Implementing Shared Finance Services is named as a key project by the Council in support of the long-term objective of being a provider and procurer of high quality priority services. The project is seen as an important contributor to raising staff satisfaction levels to 90% by March 2010.

**South Ribble Council's Corporate Plan 2008-2011 also lists the main corporate priorities.** This project specifically supports the priority of being an efficient, effective and exceptional council. For 2008-2009 implementing the partnership with Chorley Borough Council for financial services has been set as a key project.

## RECOMMENDATIONS

That the Committee consider the attached End of Project Report and comment as appropriate.

## DETAILS AND REASONING

The attached End of Project Report illustrates that in overall terms the project has been a success. The project objectives have been substantially achieved, costs have been kept within budget, anticipated efficiencies have been achieved and everything has been delivered within the timescales set. There is a 91% achievement of the Weighted Critical Success Factors that were set at the onset of the project.

The report also acknowledges that the success of the project is down to a number of factors, the most important of which are the strong project management arrangements and the impetus and

support provided by Council Members at both authorities, senior officers and in particular the staff employed within the Partnership.

The report concludes that although the project phase is at an end and the Partnership is now entering “business as usual” mode there are still a number of follow-on actions that will need to be fully implemented and these will continue to be actively monitored by the officers responsible.

## WIDER IMPLICATIONS

<b>FINANCIAL</b>	There are no financial implications arising specifically from this report. The resources required to deliver the ongoing actions contained within the Business Improvement Plan are built into the overall operational budget for the Partnership.		
<b>LEGAL</b>	The Shared Services Joint Committee was established under Section 101 of the Local Government Act 1972 to provide the overall governance for the Partnership, with its terms being set out in an Administrative Collaborative Agreement which has been signed by both Councils.		
<b>RISK</b>	Any new service delivery approach involves a significant element of risk. This has been recognised and is actively being managed. A full risk assessment is set out in the Partnership Business Improvement Plan for 2009/10.		
<b>OTHER (see below)</b>			
<i>Asset Management</i>	<i>Corporate Plans and Policies</i>	<i>Crime and Disorder</i>	<i>Efficiency Savings/Value for Money</i>
<i>Equality, Diversity and Community Cohesion</i>	<i>Freedom of Information/ Data Protection</i>	<i>Health and Safety</i>	<i>Health Inequalities</i>
<i>Human Rights Act 1998</i>	<i>Implementing Electronic Government</i>	<i>Staffing, Training and Development</i>	<i>Sustainability</i>

## BACKGROUND DOCUMENTS

Business Improvement Plan 2009/10