Overview of Shared Services & the Role of the Joint Committee

Agenda

- Background
- Approach
- Core Principles
- Functions & Reporting Lines
- Contracts & Partnerships
- Governance
- Joint Committee

Background

- Match rising expectations
- Recruitment, retention and succession planning
- Develop in-house skills and capacity
- Improve VFM and achieve economies of scale
- Investment in technology / new systems
- Avoid a piecemeal approach to shared services
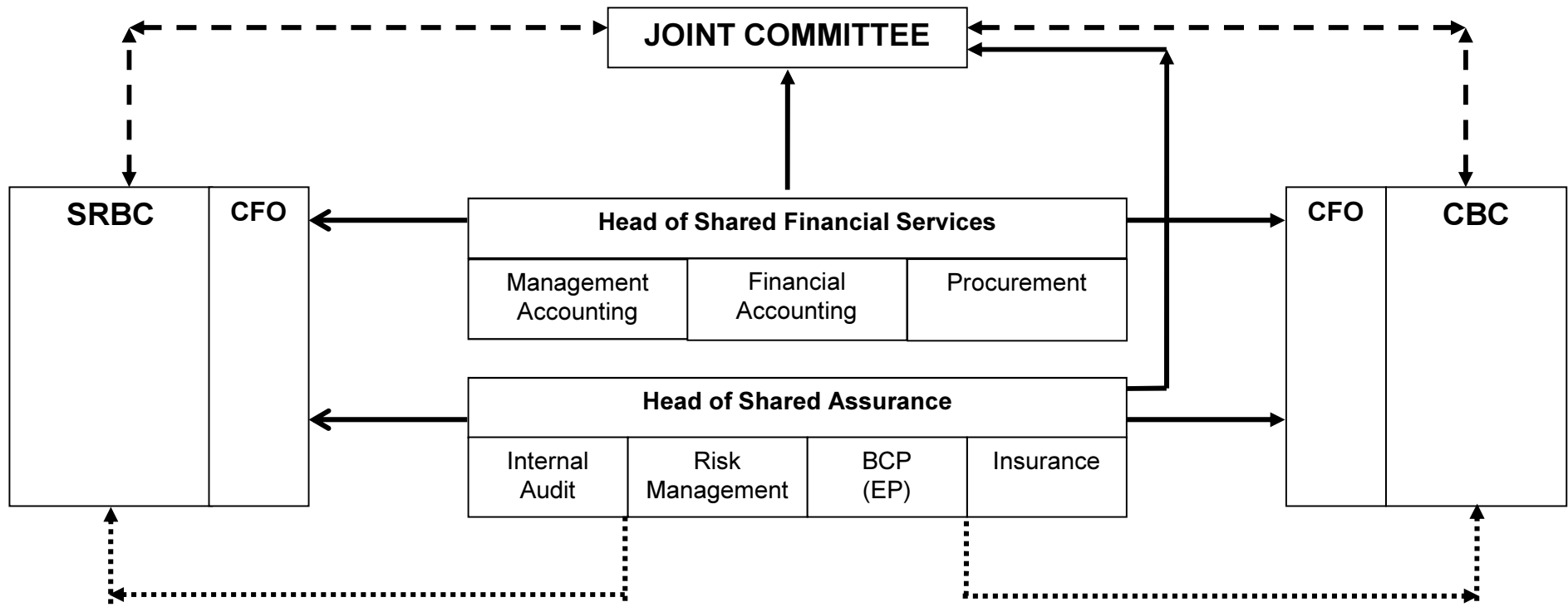
- NOT UNIQUE TO SOUTH RIBBLE & CHORLEY

Approach

- "Local government family" model
- Elected member governance
- Services located in both authorities
- Future flexibility
- A joint culture and behaviour
- High performance
  - Build on our respective strengths
  - Draw on best practice
- Increased opportunities
- Improved leadership and future direction

Core Principles

- Joint Committee governance arrangements
- "Hosting" by each council of individual services
- Creation and recruitment to two joint senior posts to lead the Finance and Assurance functions
- Employees transferred to the respective councils "hosting" services (TUPE 5/1/09)
- Recurrent costs shared equally in the initial phases of the implementation.

Functions & Reporting Lines

Contracts & Partnerships

- Banking
- Treasury Management
- Payroll
- Insurance
- Financial Systems
- Cash Receipting
- Payments
- Mortgage Administration
- Internal Audit
- Procurement

Governance

- Joint Committee (2+2) – Quorum (1+1)
- Treasurer – Chorley BC
- Secretary & Administrative support – South Ribble BC
- Legal Agreement
- Service Level Agreement
  - Performance management
  - Key targets
- Liabilities
- Dispute Resolution / Termination (Exit Plan)
- External Audit

Joint Committee

- Compliance with Legal Agreement & SLA
- Performance Management
- Business Improvement Plans
- Progress & Annual Reports
- Service / Budgetary Developments
- Review & Recommend (to each Host)
- On-going Developments
- Forward Plan