

**RECORD OF DECISION TAKEN UNDER SCHEME  
OF DELEGATION BY MEMBER OF SENIOR  
MANAGEMENT TEAM IN CONSULTATION WITH  
PORTFOLIO HOLDER/COMMITTEE CHAIRMAN**



<b>SMT Member:</b>	Deputy Chief Executive (Resources and Transformation) /s151 officer
<b>Service Group:</b>	Finance and Assurance
<b>Portfolio Holder/Chairman:</b>	Cllr Caroline Moon
<b>Portfolio/Committee:</b>	Deputy Leader
<b>Subject:</b>	Procurement of Independent Support for Shared Services Transformation
<b>Decision:</b>	To approve revenue expenditure of £25,000 for South Ribble's share of the consultancy service, to be procured by Chorley Council on behalf of both councils.
<b>Details and Reasoning:</b>	<p>It was previously agreed between the Chief Executives that South Ribble would take the lead on the recruitment of the four new shared posts and that Chorley would take the lead on commissioning the external advice from an independent consultant.</p> <p>Therefore at the last shared services joint committee a draft specification for consultancy support for shared services transformation was included within the papers. This specification was drafted jointly between South Ribble and Chorley with the intention of going out to the market to procure an independent consultant to support both Councils to extend our shared services arrangements.</p> <p>The three main elements of the specification for support were:</p> <ol style="list-style-type: none"> <li>1. To review our existing shared financial and assurance services to see what further improvements can be made to the services and also consider any impact of bringing finance and assurance services together.</li> <li>2. To develop the models for sharing HR and Legal following the appointments of the new shared posts; and</li> <li>3. To explore all other opportunities for sharing services.</li> </ol> <p>The Joint Committee supported and approved the recommendation to seek proposals and costs to appoint an independent consultant, however prior to going out to the market it was suggested that consideration be given to commissioning a company called C.Co who are a CIPFA consultancy service that are already working with South Ribble to develop their transformation programme. As such the draft specification was sent onto C.Co and they have prepared a proposal.</p> <p>C.Co's proposal includes details of the team who would be working with us, together with an overview of the approach that they would take to deliver the work. This will include engagement with staff throughout each stage, starting with</p>

a mobilisation stage involving the leads from each organisation. C.Co are available to start the work within days of an agreement.

Following discussion with Members of the Shared Services Joint committee and subsequently with the Deputy Director (Resources and Transformation), agreement has been reached to remove the review of shared financial services from the C.co proposal and for the two s151 officers to undertake the review.

In recent months an outline plan has been developed for how work previously undertaken in house could be revisited and how staff could be engaged in the process. This approach would reduce the cost of independent support to both Councils and the works could be completed within similar timescales, however it would mean that other work may have to be delayed and reprioritised.

**Wider Implications  
(including Financial, Legal,  
Equality and Risk):**

The total costs would be split 50/50, which would be £25,000 each. This cost can be funded from the Corporate Support revenue budget.


**Report attached?  
Exempt from publication?  
If exempt, give reason(s):**

No
No

**Signed:**

JBlundell  
Date: 9/10/18

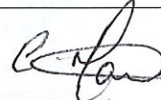
Financial Management

  
Date: 9.10.18

Legal Services

Mullin  
Date: 9.10.18

SMT Member

  
Date: 11.10.18

Portfolio Holder/  
Chairman

**Publication Date (DST use):**

11.10.18

Decision template revised June 2013

**THIS DECISION WILL COME INTO FORCE AND MAY BE IMPLEMENTED FIVE WORKING DAYS AFTER ITS PUBLICATION DATE, SUBJECT TO BEING CALLED IN IN ACCORDANCE WITH THE COUNCIL'S CONSTITUTION**