

LOCAL GOVERNMENT SHARED SERVICES JOINT COMMITTEE:

MINUTES

Date: 24 February 2015

Time: 1.30 – 4.00

Place: Suite 2, Stanton House, Huntingdon

Present: Cambridgeshire County Council (CCC): Councillors, Simon Bywater, Mac McGuire and Ian Manning

Northamptonshire County Council (NCC): Councillors Bill Parker (Chairman), Graham Lawman and Bob Scott

Others in attendance:

Quentin Baker (LGSS Director of Law, Property and Governance), Matt Bowmer (LGSS Director of Finance), Ian Farrar (LGSS Director of IT Services), John Kane (LGSS Managing Director), Sue Grace (CCC Director of Customer Service and Transformation), Christine Reed (LGSS Director of People, Transformation and Transactions), Claire Townrow (LGSS Head of Service Assurance, Customers and Strategy), Daniel Snowdon (Democratic Services Officer, CCC)

Apologies: Councillor Paul Bullen (Councillor Simon Bywater substituting, Paul Blantern and Mark Lloyd (Sue Grace substituting)

41/15 MINUTES – 20 NOVEMBER 2014

The minutes of the meeting held on 20th November 2014 were agreed as a correct record.

42/15 DECLARATIONS OF INTEREST

There were no declarations of interest.

43/15 LGSS 2014-15 – BUDGET MONITORING

The LGSS Budget Monitoring report was presented to the Joint Committee. It was highlighted that in previous financial years there had been large variances but this year's figures had been more stable. Officers explained that there was a need to top up reserves as both County Councils had embarked upon significant change programmes and this would place additional strain on LGSS.

It was noted that there had been challenges in recruiting to the vacant Strategic Assets post but this had now been filled before Christmas.

It was confirmed that table 2 on page 3 should have been measured in thousands of pounds.

During discussion of the report Members questioned the forecast overspend within the budgets managed by LGSS on behalf of Cambridgeshire County Council and whether it would create more pressure to sell buildings. It was explained that the overspend had been incurred in relation to the buildings rationalisation programme and was a timing issue where the expected money would appear later than initially forecasted. It was confirmed that a programme of buildings rationalisation was under way, currently the use of buildings in Huntingdon was being reviewed and this was part of a rolling programme of work.

It was highlighted that the latest budget monitoring information issued between meetings would show marginal changes.

It was resolved to note the financial monitoring position as at 31 December 2014 and proposals for the use of year end balances.

44/15 EXCLUSION OF PRESS AND PUBLIC

The Committee resolved that the Press and Public be excluded from the meeting for the Following 4 items of business on the grounds that it contained exempt information under paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended, and that it would not be in the public interest for this information to be disclosed (information relating to the financial or business affairs of any particular person (including the authority holding that information)).

45/15 BUDGET AND SERVICE REVIEW UPDATE

It was resolved to note the Budget and Service Review Update.

46/15 STRATEGIC PLAN REVIEW

The draft Five Year Business Plan was presented to the Joint Committee. The plan highlighted the achievements of LGSS so far and provided and presented the future developments for LGSS.

Feedback was requested from Members on the draft plan. This was to be given to the LGSS Head of Service Assurance, Customers and Strategy by 17th March 2015 in time for the next formal meeting of the LGSS Joint Committee on 26th March 2015. **ACTION**

It was resolved to note the draft Five Year Business Plan.

47/15 REVENUES AND BENEFITS GOVERNANCE PAPER

It was resolved

- i) That the LGSS Joint Committee confirmed its approval for the establishment of a new Joint Committee as described in the body of the report, with the purpose of having responsibility for the provision of shared services relating to Revenue and Benefits functions undertaken by LGSS in collaboration with partner authorities some of whom will also be members of the Joint Committee
- ii) To recommend to the NCC Cabinet and Full Council that they resolve to establish a Joint Committee, under the relevant legislation, entitled the LGSS Revenues and Benefits Joint Committee, and amend their schemes of delegation accordingly to enable that Joint Committee to carry out its role.
- iii) To recommend to the CCC Constitution and Ethics Committee and to Full Council that they resolve to establish a Joint Committee, under the relevant legislation, entitled the LGSS Revenues and Benefits Joint Committee, and amend their schemes of delegation accordingly to enable that Joint Committee to carry out its role.
- iv) To authorise the LGSS Managing Director, in consultation with Member of the LGSS Joint Committee and the LGSS Directors as necessary, to approve the detailed governance arrangements and constitutional amendments for submission to the identified NCC and CCC bodies.

48/15 CUSTOMER ENGAGEMENT UPDATE

The Joint Committee received a report that provided a position statement about the new and existing customer engagement activity. It summarised the positive opportunities by breaking down by service line the current interest levels and scoped the future planned engagement.

Following discussion of the report, Members of the Committee felt that there was an opportunity for Member involvement in networking with other Local Authorities. It was requested that Members contact the Head of Service Assurance, Customers and Strategy to discuss further. **ACTION**

It was resolved to note the Customer Engagement Update

49/15 DATE OF NEXT MEETING

It was agreed for the informal meeting planned for 26th March to become a formal meeting.

Chairman