

## **CONFIDENTIAL - LGSS JOINT COMMITTEE: MINUTES**

**Date:** Thursday, 31<sup>st</sup> October 2019

**Time:** 2.00pm – 3.10pm

**Place:** Room 15, County Hall, Northamptonshire County Council, Northampton

**Present:** Cambridgeshire County Council (CCC):  
Councillors Chris Boden and Simon King

Milton Keynes Council (MKC):  
Councillors Robin Bradburn, Keith McLean and Robert Middleton (Vice Chairman)

Northamptonshire County Council (NCC):  
Councillors Lizzie Bowen, Graham Lawman and Bob Scott

**Others in attendance:**

Mark Ashton (Interim Managing Director, LGSS), Martin Cox (LGSS Director Human Resources), Justine Hartley (LGSS Head of Business Planning and Finance), Chris Malyon (S151 Officer Cambridgeshire County Council), Steve Richardson (S151 Officer Milton Keynes Council), Barry Scarr (S151 Officer Northamptonshire County Council), Daniel Snowdon (Democratic Services Officer).

**Apologies:** Councillors Peter Geary, Malcolm Longley, Sebastian Kindersley and Terry Rogers

**92/19            NOTIFICATION OF CHAIRMAN FOR 2019/20**

It was resolved to appoint Councillor Malcolm Longley on behalf of Northamptonshire County Council as Chairman of the Joint Committee 2 for 2019/20.

**93/19            NOTIFICATION OF VICE-CHAIRMAN FOR 2019/20**

It was resolved to appoint Councillor Rob Middleton on behalf of Milton Keynes Council as Vice-Chairman of the Joint Committee 2 for 2019/20.

**94/19            DECLARATIONS OF INTEREST**

None.

**95/19            MINUTES – 26<sup>TH</sup> JULY 2019**

The minutes of the meeting held on 26<sup>th</sup> July 2019 were agreed as a correct record and signed by the Chairman.

96/18

## **LGSS BUDGET MONITORING REPORT AND OFF-NETWORK ACCESS RESERVES REQUEST**

Members received the August 2019 iteration of the LGSS Budget Monitoring Report. In presenting the report, officers highlighted the variance for Operation Services at the end of August 2019 which was an overspend position of £299k. Members noted the break-down of the overspend contained at paragraph 2 of the report.

Attention was drawn to Appendix A of the report which sought to utilise £40k of uncommitted reserves to fund the implementation of Off-Network Access to ERP. The presenting officer informed the Committee that the funding would cover the cost of implementation and licences costs up to March 2021 at which point alternative options may be considered. The provision of Off-Network Access to ERP would address an area of hidden cost for the organisation where paper copies of pay slips were still produced.

During discussion Members:

- Noted that within the overspend there was no element relating to the repatriation of services to Northamptonshire County Council.
- Noted that the £582k of savings related to Council specific savings rated as red were currently undeliverable and the pressure would be borne by Cambridgeshire County Council.
- Sought assurance regarding the monitoring and approval of access through Off-Network Access. Officers explained that the system would provide a token or code to a mobile phone or device in order to gain access to the system.
- Questioned whether the developments to the ERP system would allow members to claim their expenses and view their Council's structure. Officers explained that the developments would allow expense claims to be made. Officers undertook to explore further how organisations structures could be viewed within the system. **ACTION.**

It was resolved unanimously to:

- a) Note the financial monitoring position as at 31<sup>st</sup> August 2019
- b) Note the capital monitoring position regarding LGSS capital projects.

- c) Approve the use of £40k of LGSS reserves to fund ERP Off-Network Access Implementation and licensing costs to March 2021

## 97/19 LGSS INTERNAL AUDIT UPDATE

The Joint Committee received an update regarding LGSS Internal Audit. The report sought the agreement of the Joint Committee that the LGSS Internal Audit Plan should not be progressed until the operating model review work had been completed. The Joint Committee had also previously considered the creation of an Audit Committee. This had not been progressed also due to the ongoing operating model review. Although there had been no specific LGSS audits undertaken this year there had been a number of areas of the LGSS operation audited as part of the audit plans of the three partner councils.

During discussion Members:

- Commented that while it was unusual for no audits to have taken place there were good reasons for not progressing the audit plan. Members questioned whether there were areas of risk that the Committee needed to be aware of. Officers confirmed that critical systems on which services relied had been robustly audited and would remain the focus of audit work. Officer commented that they were unable to provide assurance that there was no risk.
- Noted that the LGSS Risk Register remained updated and reviewed regularly.
- Confirmed that services provided by LGSS had been audited as per the audit plan of the partner councils.
- Noted that ICT security provisions would have been audited by the three partner councils.
- Questioned whether there were any risks rated as red that had not been audited while the plan had been paused. Officers undertook to report back to Members **ACTION**

It was resolved unanimously to:

note the report and agree that the agreed LGSS Internal Audit Plan should not be progressed until the operating model review work is complete and the plan revisited in the context of the outcomes of the review.

## 98/19 EXCLUSION OF PRESS AND PUBLIC

It was resolved that the press and public be excluded from the meeting for the following items on the grounds that the items 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 the information to be disclosed: information relating to the financial or business affairs of any particular person (including the authority holding that information).

**99/19            LGSS OPERATING MODEL REVIEW**

The Committee considered a report provided by the partner Council's Section 151 Officers regarding the LGSS Operating Model Review.

It was resolved unanimously to agree the recommendations as set out in the report.

**100/19           ERP GOLD UPDATE**

Members received an update regarding the ERP Gold development roadmap.

It was resolved to note the update.

**101/19           NEW BUSINESS DEVELOPMENT UPDATE**

The Joint Committee received a briefing paper that summarised the status of engagement with existing and potential new customers and partners.

It was resolved to note the report

Chairman