

# Public Document Pack



EastMidlandsSharedServices

## **EAST MIDLANDS SHARED SERVICES JOINT COMMITTEE**

**Date:** Monday, 19 June 2017

**Time:** 10.30 am

**Place:** Gartree Committee Room - County Hall, Glenfield, Leicestershire, LE3 8RB

**Members are requested to attend the above meeting on the date and at the time and place stated to transact the following business**

**Candida Brudenell**  
**Corporate Director for Strategy and**  
**Resources**  
**Nottingham City Council**

**Chris Tambini**  
**Assistant Director Strategic Finance and**  
**Property**  
**Leicestershire County Council**

**Constitutional Services Officer:** Catherine Ziane-Pryor **Direct Dial:** 0115 8764298

## **AGENDA**

## **Pages**

### **1 APPOINTMENT OF CHAIR**

### **2 MEMBERSHIP**

To note the membership for 2017/18 municipal Year as follows:

#### Nottingham City Council

Councillor Alan Clark

Councillor Toby Neal

#### Leicestershire County Council

Councillor Byron Rhodes

Councillor Richard Shepherd

### **3 APPOINTMENT OF VICE-CHAIR**

### **4 DECLARATIONS OF INTERESTS**

- 5 MINUTES** 5 - 6  
Of the meeting held on 19 September 2016 (for confirmation)
- 6 FUTURE MEETING DATES**  
To agree that the Committee meeting at 10.30am on the following Mondays at Glenfield, Leicestershire:
- 25 September 2017  
18 December 2017  
19 March 2018
- 7 EXCLUSION OF THE PUBLIC**  
TO CONSIDER EXCLUDING THE PUBLIC FROM THE MEETING DURING CONSIDERATION OF THE REMAINING ITEM(S) IN ACCORDANCE WITH SECTION 100A(4) OF THE LOCAL GOVERNMENT ACT 1972 ON THE BASIS THAT, HAVING REGARD TO ALL THE CIRCUMSTANCES, THE PUBLIC INTEREST IN MAINTAINING THE EXEMPTION OUTWEIGHS THE PUBLIC INTEREST IN DISCLOSING THE INFORMATION
- 8 EXEMPT MINUTES** 7 - 10  
Of the meeting held on 19 September 2017 (for confirmation)
- 9 ANNUAL REPORT** 11 - 48  
Joint Report of Strategic Director for Finance, Nottingham City Council (NCC) and Director of Finance, Leicestershire County Council (LCC)
- 10 EAST MIDLANDS SHARED SERVICES 2016/17 BUDGET OUTTURN AND 2017/18 - 2020/21 BUDGET** 49 - 60  
Joint report of Strategic Director for Finance, Nottingham City Council (NCC) and Director of Finance, Leicestershire County Council (LCC)
- 11 EAST MIDLANDS SHARED SERVICES STRATEGIC DEVELOPMENT AND PRIORITIES 2017/18** 61 - 72  
Joint report of Strategic Director of Finance, Nottingham City Council (NCC) and Director of Finance, Leicestershire County Council (LCC)
- 12 ORACLE REVIEW PROJECT**  
Presentation by Lucy Littlefair, Head of East Midlands Shared Services

**ALL ITEMS LISTED 'UNDER EXCLUSION OF THE PUBLIC' WILL BE HEARD IN PRIVATE. THEY HAVE BEEN INCLUDED ON THE AGENDA AS NO REPRESENTATIONS AGAINST HEARING THE ITEMS IN PRIVATE WERE RECEIVED**

**IF YOU NEED ANY ADVICE ON DECLARING AN INTEREST IN ANY ITEM ON THE AGENDA, PLEASE CONTACT THE CONSTITUTIONAL SERVICES OFFICER SHOWN ABOVE, IF POSSIBLE BEFORE THE DAY OF THE MEETING**

CITIZENS ARE ADVISED THAT THIS MEETING MAY BE RECORDED BY MEMBERS OF THE PUBLIC. ANY RECORDING OR REPORTING ON THIS MEETING SHOULD TAKE PLACE IN ACCORDANCE WITH THE COUNCIL'S POLICY ON RECORDING AND REPORTING ON PUBLIC MEETINGS, WHICH IS AVAILABLE AT [WWW.NOTTINGHAMCITY.GOV.UK](http://WWW.NOTTINGHAMCITY.GOV.UK). INDIVIDUALS INTENDING TO RECORD THE MEETING ARE ASKED TO NOTIFY THE GOVERNANCE OFFICER SHOWN ABOVE IN ADVANCE.

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## **EAST MIDLANDS SHARED SERVICES JOINT COMMITTEE**

**MINUTES of the meeting held at LH 2.31 - Loxley House, Station Street, Nottingham, NG2 3NG on 19 September 2016 from 10.30 - 11.19**

Present:

### **Nottingham City Council**

Councillor Alan Clark (Chair)  
Councillor Nicola Heaton

### **Leicestershire County Council**

Councillor Peter Osborne (Vice Chair – from item 7)  
Councillor Byron Rhodes

### **Members, Officers and others present:**

Rachel Firth	- Assistant Finance Business Partner
Lucy Littlefair	- Head of EMSS
Glen O'Connell	- Corporate Director for Resilience
Chris Tambini	- Assistant Director Strategic Finance and Property
Geoff Walker	- Director of Strategic Finance
James Welbourn	- Governance Officer

## **10 APOLOGIES FOR ABSENCE**

None.

## **11 DECLARATIONS OF INTERESTS**

None.

## **12 MINUTES**

The minutes of the meeting held on 27 June 2016 were agreed as a true record and signed by the Chair.

## **13 DATES OF FUTURE MEETINGS**

**The remaining meeting dates for 2016/17 were agreed, and are as follows:**

**12 December 2016;  
20 March 2017.**

**14     EXCLUSION OF THE PUBLIC**

**RESOLVED** to exclude the public from the meeting during consideration of the remaining items in accordance with section 100a(4) of the Local Government Act 1972 on the basis that, having regard to all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, as defined in Paragraph 3 of Part 1 of Schedule 12A to the Act, in so far as the following reports contain information of a sensitive business nature.

**15     EXEMPT MINUTES**

The exempt minutes of the meeting held on 27 June 2016 were confirmed and signed by the Chair.

**16     EAST MIDLANDS SHARED SERVICES PERFORMANCE UPDATE**

Lucy Littlefair, Head of EMSS introduced the East Midlands Shared Services Performance Update.

**RESOLVED** to approve the recommendations set out in the report.

Reasons for decisions

As set out in the report.

Other options considered

As set out in the report.

**17     EAST MIDLANDS SHARED SERVICES 2016/17 BUDGET UPDATE**

Rachel Firth, Assistant Finance Business Partner at Leicestershire County Council introduced the East Midlands Shared Services 2016/17 Budget Update.

**RESOLVED** to approve the recommendations set out in the report.

Reasons for decisions

As set out in the report.

Other options considered

As set out in the report.

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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