



EastMidlandsSharedServices

EAST MIDLANDS SHARED SERVICES JOINT COMMITTEE

MINUTES of the meeting held at LB31 - Loxley House, Station Street, Nottingham, NG2 3NG on 7 December 2015 from 10.30 - 11.42

Leicestershire County Council

- ✓ Cllr Peter Osborne (VC)
- ✓ Cllr Byron Rhodes

Nottingham City Council

- ✓ Cllr Alan Clark (Chair)
- ✓ Cllr Nicola Heaton

Leicestershire County Council

- | | |
|-----------------|---|
| Rachel Firth | - Assistant Finance Business Partner |
| Penny Hurst | - Head of Finance Service Centre, EMSS |
| Lucy Littlefair | - Head of EMSS |
| Chris Tambini | - Assistant Director Strategic Finance and Property |

Nottingham City Council

- | | |
|----------------|---------------------------------|
| Geoff Walker | - Director of Strategic Finance |
| James Welbourn | - Governance Officer |

22 APPOINTMENT OF CHAIR

Councillor Alan Clark was appointed as Chair until 31 May 2017.

23 APPOINTMENT OF VICE-CHAIR

Councillor Peter Osborne was appointed as vice-chair until 31 May 2017.

24 MEMBERSHIP

The Committee noted that a representative from Nottingham City Council has changed, with Councillor Nicola Heaton replacing Councillor Graham Chapman.

25 APOLOGIES

Glen O'Connell

26 DECLARATIONS OF INTERESTS

None.

27 MINUTES

The minutes of the meeting held on 28 September 2015 were confirmed and signed by the Chair.

28 HR AND FINANCE SYSTEM OPTIONS APPRAISAL PRESENTATION

Lucy Littlefair, Head of EMSS, introduced the HR and Finance System Options Appraisal Presentation, highlighting the following points:

- (a) the last upgrade to Oracle was completed in November 2014, an agreement about the future strategic direction will be required, which may involve a procurement exercise;
- (b) the functional requirements of the new system need to be defined as part of any proposed approach. There is the option to remain with the Oracle platform, either hosted or Oracle Fusion. Alternatively, the option may be to move to 'best of breed', separate finance and HR systems;
- (c) EMSS are very clear that any new system must have an appeal to a wider customer base;
- (d) the options appraisal governance will be through the Oracle steering group, chaired by Lucy Littlefair, that meets every month;
- (e) some of the Oracle upgrade underspend from this financial year will be used to fund a post to lead the options appraisal on behalf of the partnership;

RESOLVED to:

- (1) thank Lucy Littlefair for the presentation;**
- (2) complete the options appraisal and report back to the next meeting of the Joint Committee.**

29 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.

30 EXEMPT MINUTES

The exempt minutes of the meeting held on 28 September 2015 were confirmed and signed by the Chair.

31 EAST MIDLANDS SHARED SERVICES PERFORMANCE AND TRANSFORMATION PROGRAMME UPDATE

Lucy Littlefair, Head of EMSS, and Penny Hurst, Head of Finance introduced the East Midlands Shared Services Performance and Transformation Programme Update.

RESOLVED to approve the recommendations set out in the report.

Reasons for recommendations

As set out in the report.

Other options considered

As set out in the report.

32 EAST MIDLANDS SHARED SERVICES 2015/16 BUDGET MONITORING AND 2016/17 - 2019/20 BUDGET

Rachel Firth, Assistant Finance Business Partner at East Midlands Shared Services (EMSS) introduced the EMSS 2015/16 Budget Monitoring and 2016/17-2019/20 Budget.

RESOLVED to approve the recommendations set out in the report.

Reasons for recommendations

As set out in the report.

Other options considered

As set out in the report.

33 EAST MIDLANDS SHARED SERVICES ORACLE / ICT 2015/16 BUDGET MONITORING AND 2016/17 - 2019/20 BUDGET

Rachel Firth, Assistant Finance Business Partner at East Midlands Shared Services (EMSS) introduced the EMSS Oracle/ICT 2015/16 Budget Monitoring and 2016/17-2019/20 Budget.

RESOLVED to approve the recommendations set out in the report.

Reasons for recommendations

As set out in the report.

Other options considered

As set out in the report.