

## EXECUTIVE BOARD – EMSS JOINT COMMITTEE

<b>Subject:</b>	EMSS Annual Report		
<b>Corporate Director(s)/ Director(s):</b>	Carole Mills, Deputy Chief Executive & Corporate Director for Resources, NCC Brian Roberts, Director of Corporate Resources, LCC		
<b>Portfolio Holder(s):</b>	Cllr Chapman, Cllr Rhodes		
<b>Report author and contact details:</b>	Liz Smith, Head of East Midlands Shared Services, email <a href="mailto:liz.smith@eastmidlandssharedservices.org">liz.smith@eastmidlandssharedservices.org</a> , tel: 01163053489		
<b>Key Decision</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<b>Reasons:</b> Expenditure <input type="checkbox"/> Income <input type="checkbox"/> Savings <input type="checkbox"/> of £1,000,000 or more taking account of the overall impact of the decision	Revenue <input type="checkbox"/> Capital <input type="checkbox"/>		
Significant in terms of its effects on communities living or working in an area consisting of two or more wards in the City	<input type="checkbox"/> Yes    No <input type="checkbox"/>		
<b>Subject to call-in</b> <input type="checkbox"/> Yes    No <input checked="" type="checkbox"/>	<b>Total value of the decision:</b>		
<b>Relevant Council Plan Strategic Priority:</b>	<b>Wards affected:</b>		
World Class Nottingham	<input type="checkbox"/>	<b>Date of consultation with Portfolio Holder(s):</b>	
Work in Nottingham	<input type="checkbox"/>		
Safer Nottingham	<input type="checkbox"/>		
Neighbourhood Nottingham	<input type="checkbox"/>		
Family Nottingham	<input type="checkbox"/>		
Healthy Nottingham	<input type="checkbox"/>		
Leading Nottingham	<input checked="" type="checkbox"/>		
<b>Summary of issues (including benefits to citizens/service users):</b>			
This report presents the Annual Report for 2012/13 for the East Midlands Shared Services organisation.			
<b>Recommendation(s):</b>			
1 The Joint Committee is asked to receive the first Annual Report 2012/13 for East Midlands Shared Services.			

### **1 BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)**

- 1.1 In September 2010 Nottingham City Council (NCC) and Leicestershire County Council (LCC) approved an outline business case v 4.3 to develop a programme of shared transactional services. This includes HR, Payroll and Finance services, supported by a single Oracle Enterprise Resource Planning (ERP) application.
- 1.2 The EMSS Partnership Agreement, section 12.1, states that the Joint Committee will hold an annual meeting no later than 30 June and will receive a report on the previous twelve months ending 31 March. This report provides Members with the first Annual Report for EMSS covering 2012/13. The report (see Appendix 1) includes
  - a summary of the key achievements – pages 2, to 4
  - a more detailed account of the services provided by EMSS and their performance – pages 5 to 25

- a review of the financial position – page 26
- the priorities for 2013/14 – page 29 to 31
- a financial forecast for 2013/14 to 2017/18 – page 31
- the key risks for 2013/14 – page 32.

1.3 As this is the first Annual Report Members' views are invited on both the content and format of the report.

1.4 Members have previously requested further information on the following issues and views are also sought on these:

1.4.1 A draft cultural identity (resolution 2 (b) minute 7) – see page 29

1.4.2 The Unique Selling Point of EMSS (resolution 2(d) minute 7) – see page 30

## **2 REASONS FOR RECOMMENDATIONS**

2.1 The Partnership agreement contains the commitment that Members receive an annual report for EMSS.

## **3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS**

3.1 None

## **4 FINANCIAL IMPLICATIONS (INCLUDING VALUE FOR MONEY/VAT)**

4.1 A Financial update for EMSS is provided within Appendix 1 of the report.

## **5 RISK MANAGEMENT ISSUES (INCLUDING LEGAL IMPLICATIONS AND CRIME AND DISORDER ACT IMPLICATIONS)**

5.1 Risks are covered within Appendix 1 of the report.

## **6 SOCIAL VALUE CONSIDERATIONS**

6.1 n/a

## **7 EQUALITY IMPACT ASSESSMENT (EIA)**

Has the equality impact been assessed?

(a) not needed (report does not contain proposals for new or changing policies, services or functions, financial decisions or decisions about implementation of policies development outside the Council)

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(b) No

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(c) Yes – Equality Impact Assessment attached

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**8 LIST OF BACKGROUND PAPERS OTHER THAN PUBLISHED WORKS OR THOSE DISCLOSING CONFIDENTIAL OR EXEMPT INFORMATION**

8.1 None

**9 PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT**

9.1 None

**10 OTHER COLLEAGUES WHO HAVE PROVIDED INPUT**

- EMSS Management Team
- EMSS Operational Board which is made up of senior representatives from both councils
- Louise Greig, Finance Business Partner, NCC