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East Midlands Shared Services

EAST MIDLANDS SHARED SERVICES JOINT COMMITTEE

Date: Monday, 8 June 2015

Time: 10.30 am

Place: County Hall, 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

Glen O'Connell
Acting Corporate Director for Resources
Nottingham City Council

Chris Tambini
Assistant Director Strategic Finance and Property
Leicestershire County Council

Constitutional Services Officer: James Welbourn **Direct Dial:** 0115 87664298

AGENDA

Pages

1 APOLOGIES FOR ABSENCE

2 DECLARATIONS OF INTERESTS

3 MINUTES

Of the public meeting held on 15 December 2014 (for confirmation).

5 - 8

4 PROPOSED FUTURE MEETING DATES

To note that the proposed future meeting dates are as follows:

28 September 2015

7 December 2015

25 April 2016.

5	EXCLUSION OF PUBLIC To consider excluding 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 by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Act.	
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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. 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

EAST MIDLANDS SHARED SERVICES JOINT COMMITTEE

MINUTES of the meeting held at Goscote Committee Room - County Hall, Leicestershire, LE3 8RB on 15 December 2014 from 10.37 - 11.53

Leicestershire County Council

- ✓ Councillor Byron Rhodes (Chair)
- ✓ Councillor Peter Osborne

Nottingham City Council

- ✓ Councillor Graham Chapman (Vice-Chair)
- ✓ Councillor Alan Clark

East Midlands Shared Services

Lucy Littlefair - Head of East Midlands Shared Services.

Leicestershire County Council Officers

Chris Tambini - Assistant Director, Strategic Finance, Property & Procurement

Nottingham City Council Officers

Jeff Abbott - Head of Strategic Finance
Glen O'Connell - Acting Corporate Director of Resources
Cath Ziane-Pryor - Governance Officer

Call-in

Unless stated otherwise, all decisions are subject to call-in and cannot be implemented until the call-in period has expired.

32 APOLOGIES FOR ABSENCE

All Members attending.

33 DECLARATIONS OF INTERESTS

None.

34 MINUTES

The minutes of the meeting held on 15 September 2014, were confirmed and signed by the Chair.

35 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, insofar as the following reports contain information of a sensitive business nature.

36 EXEMPT MINUTES

The exempt minutes of the meeting held on 15 September 2014, were confirmed and signed by the Chair.

37 EAST MIDLANDS SHARED SERVICES UPDATE AND BUSINESS PLAN

Lucy Littlefair, Head of EMSS, delivered a presentation to accompany the report and summarise some of the performance information. A copy of the exempt presentation was submitted as an appendix to the online item following the meeting.

The report and presentation updates the Committee on the outcome of further analysis and provides proposed and current actions for addressing areas where performance improvement is possible.

RESOLVED to approve the recommendations set out in the report and added to at the meeting.

Reason for decision: As set out in the report.

Other options considered: None.

38 EAST MIDLANDS SHARED SERVICES FINANCIAL UPDATE 2014/15

Lucy Littlefair, Head of EMSS, and Jeff Abbott, Head of Strategic Finance (NCC), updated the current and projected financial position of East Midlands Shared Services.

Specific areas discussed included:

- (a) Staffing;
- (b) Supplies and services;
- (c) External income.

RESOLVED to approve the recommendations set out in the report and added to at the meeting.

Reason for decision: As set out in the report.

Other options considered: None.

39 EAST MIDLANDS SHARED SERVICES DRAFT BUDGET 2015/16 AND MEDIUM TERM FINANCIAL PLAN

Jeff Abbott, Head of Strategic Finance (NCC), introduced the report which proposed a draft medium term financial plan for the financial years 2015/16 to 2018/19.

RESOLVED to approve the recommendations amended at the meeting.

Reason for Decision: To ensure that the Committee has all the information required to make robust decisions.

Other options considered: None.

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