

East Midlands Shared Services Joint Committee

Minutes of the meeting held at Guthlaxton Committee Room, County Hall, Glenfield, - County Hall, Glenfield, Leicester, LE3 8RA on 20 June 2022 from 10.34 am - 11.40 am

Leicestershire County Council

- ✓ Councillor Lee Breckon (Chair)
- ✓ Councillor Richard Shepherd

Nottingham City Council

- Councillor Pavlos Kotsonis
- ✓ Councillor Adele Williams (Vice Chair)

Colleagues, partners and others in attendance:

Susan Baum	- Finance Business Partner, Leicestershire County Council
Clive Heaphy	- Interim Corporate Director for Finance and Resources, Nottingham City Council
Declan Keegan	- Assistant Director of Strategic Finance and Property, Leicestershire County Council
Lucy Littlefair	- Head of East Midlands Shared Services
Simon McMurdo	- Communications and Customer Engagement Lead
Jill Turner	- Business Development Manager, East Midlands Shared Services
Kate Morris	- Governance Officer, Nottingham City Council

Call-in

Unless stated otherwise, all decisions made by the East Midlands Shared Services Joint Committee are subject to call-in. The last date for call-in is **30 June 2022**. Decisions cannot be implemented until the next working day following this date.

1 Appointment of Vice Chair

Resolved to appoint Councillor Adele Williams as Vice Chair

2 Apologies for Absence

Councillor Pavlos Kotsonis – Personal reasons

3 Declarations of Interests

None.

4 Minutes

The Committee confirmed the minutes of the meeting held on 21 March 2022 as a correct record and they were signed by the Chair.

5 Future Meeting Dates

Resolved to meet on the following Mondays:

19 September 2022

21 November 2022

20 March 2023

6 Exclusion of the Public

The Committee decided to exclude the public from the meeting during consideration of this/ the remaining agenda 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 outweighed the public interest in disclosing the information, as defined in Paragraph(s) 3 of Part 1 of Schedule 12A to the Act.

7 Exempt Minutes

The Committee confirmed the exempt minutes of the meeting held on 21 March 2022 as a correct record and they were signed by the Chair.

8 East Midlands Shared Services 2021 - 22

This item does not contain any decisions that are eligible for call-in.

Lucy Littlefair, Head of East Midlands Shared Services presented the East Midlands Shared Services Annual Report for 2021-2022 to the Committee. They offered thanks for the hard work of all staff and colleagues.

9 Developing Our Service Desk Platform and Offering

This item does not contain any decisions that are eligible for call-in.

The Committee received a presentation from Simon McMurdo, Communications and Customer Engagement Lead, detailing the development of the service desk platform and offering.

Following discussion as detailed in the exempt minutes the Committee thanked Simon for an enthusiastic presentation.

10 East Midlands Shared Services Financial Outturn Position 2021/2022

Susan Baum, Finance Business Partner (LCC) introduced the East Midlands Shared Services Financial Outturn Position 2021/2022 to the committee.

Resolved to approve the recommendations as recorded in the exempt minute