

## East Midlands Shared Services Joint Committee

Minutes of the meeting held remotely via Zoom and live-streamed on YouTube on Friday 31 July 2020 from 1:03pm to 1:50pm

### Membership

#### Present

Councillor Sam Webster (NCC, Chair)  
Councillor Byron Rhodes (LCC, Vice Chair)  
Councillor Eunice Campbell-Clark (NCC)  
Councillor Richard Shepherd (LCC)

#### Absent

None

### Colleagues, partners and others in attendance:

Susan Baum - LCC Finance Business Partner  
Bipon Bhakri - NCC Head of Finance - Commercial and Projects  
Lucy Littlefair - Head of EMSS  
Adrian Mann - NCC Governance Officer  
Laura Pattman - NCC Strategic Director of Finance  
Chris Tambini - LCC Director for Corporate Resources  
Jill Turner - EMSS Business Development Manager

### 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 **Tuesday 11 August 2020**. Decisions cannot be implemented until the next working day following this date.

### 31 Apologies for Absence

None.

### 32 Declarations of Interests

None.

### 33 Minutes

The Committee confirmed the minutes of the meeting held on 25 November 2019 as a correct record and they were signed by the Chair.

### **34 Future Meeting Dates**

- **Monday 21 September at 10:30am**
- **Monday 23 November at 10:30am**
- **Monday 15 March at 10:30am**

### **35 Exclusion of the Public**

**The Committee decided to exclude the public from the meeting during consideration of the remaining agenda item 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 3 of Part 1 of Schedule 12A to the Act.**

### **36 Exempt Minutes**

The Committee confirmed the exempt minutes of the meeting held on 25 November 2019 as a correct record and they were signed by the Chair.

### **37 Annual Report 2019/20**

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

Jill Turner, EMSS Business Development Manager, presented the 2019/20 Annual Report of EMSS' overall performance, including its achievements, activities and challenges under the priorities stated in the Strategic Plan, and its reports from the two operational service areas.

The Committee noted the report.

### **38 Strategic Priorities 2020/21**

Lucy Littlefair, Head of EMSS, and Jill Turner, EMSS Business Development Manager, presented a report on the strategic priorities identified in the 2019/21 Business Plan, the partnership decisions in relation to EMSS and the Fit for the Future programme during 2020/21, and the response from EMSS to the impact of Coronavirus.

**Resolved to approve the recommendation as set out in the exempt report.**

### **39 Budget Outturn 2019/20 and Budget Update 2020/21**

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

Lucy Littlefair, Head of EMSS, presented a report on the financial performance of EMSS and the Oracle/ICT spend for the 2019/20 financial year, EMSS' budget and Medium Term Financial Plan for 2020/21, and the Period 3 forecasts across all budgets.

The Committee noted the report.