



## Shared Services Joint Committee

Minutes of a meeting of the Shared Services Joint Committee held at The Forum, Moat Lane, Towcester, NN12 6AD on Wednesday 13 July 2022 at 2.00 pm.

Present           Councillor Jonathan Nunn (Co-Chair)  
                      Councillor Jason Smithers (Co-Chair)  
                      Councillor Adam Brown  
                      Councillor Lloyd Bunday  
                      Councillor Helen Harrison  
                      Councillor Malcolm Longley  
                      Councillor Jason Smithers

Officers           Martin Henry, Executive Director - Finance (Section 151 Officer WNC)  
                      Ann-Marie Dodds, Executive Director - Children's Services (NNC)  
                      Claire Edwards, Assistant Director - Finance Accountancy (NNC)  
                      Lisa Hyde, Director of Transformation (NNC)  
                      Fiona Unett, Assistant Director - Highways and Waste (WNC)  
                      Kerry Purnell, Assistant Director - Housing and Communities (NNC)  
                      Jonathan Waterworth, Assistant Director - Assets and Environment (NNC)  
                      Elaine Davis, PMO Transformation (NNC)  
                      Jeremy Rawling, PMO Transformation (NNC)  
                      Tracy Tiff, Deputy Democratic Services Manager (WNC)  
                      Richard Woods, Democratic Services Officer (WNC)

### 8.       **Declarations of Interest**

There were no declarations of interest.

### 9.       **Notification of requests to address the meeting**

There were no requests to address the meeting.

### 10.     **Minutes**

The minutes of the meeting of the Committee held on 8 June 2022 were agreed as a correct record, subject to a minor typographical amendment to delete the duplicate entry of Cllr Adam Brown (WNC) on the attendance list, and add Cllr Phil Larratt (WNC) and Cllr Graham Lawman (NNC) to the attendance list.

### 11.     **Chair's Announcements**

There were no announcements from the Chair.

12. **Hosted/Lead - Change Requests**

**School Swim Service – IAA Variation Notice**

The Committee considered a report from the Executive Director – Adults, Communities and Wellbeing (NNC) and the Assistant Director – Housing and Communities (WNC) which sought approval for the recommendation that the Councils cease the provision of the School Swimming Service

In introducing the report, the Assistant Director – Housing and Communities (NNC) outlined that the School Swimming Service was a traded service offered to schools and was not a statutory function for the local authorities, therefore it was the responsibility of individual schools to provide swimming services for its students.

Following a detailed disaggregation fact check, options appraisal and impact assessment, it had been identified that there was no longer a requirement for the Councils to deliver the service as schools could access swimming lessons directly through existing pool and leisure providers.

In response to questions from the Committee regarding how stakeholders would be consulted, the Assistant Director – Housing and Communities (NNC) advised that the Councils would commit to ensuring that alternative service providers and schools be made aware of the changes to minimise future disruption.

The Assistant Director – Housing and Communities (NNC) explained that the proposed change, if approved, would be effective from 31 December 2022, owing to there being insufficient time remaining in the current academic year for schools to make alternative provisions.

**Resolved**

- (1) That the recommendation that both Councils (NNC and WNC) are no longer providers of school swimming lessons with effect from 31 December 2022 be approved.
- (2) That authority be delegated to the Monitoring Officers of both Councils to put into place a deed of variation to the Inter Authority Agreement (IAA) for the service to exit the IAA.
- (3) That it be agreed that both WNC and NNC will act in accordance with Service Plans, Exit Plans, and any Collaborative Working Agreements agreed by both WNC and NNC service leads and approved by Monitoring Officers until such time as a formal Deed of variation has been completed.

**Highways and Transport – Home to School Passenger Transport Disaggregation – Change to Timeline**

The Assistant Director – Highways and Waste (WNC) submitted a report which sought the approval of the reprofiling of the hosted Place and Economy Service, Highways and Transport – Home to School Passenger Transport disaggregation timeline from September 2022 to the Autumn half-term 2022, in order to enable additional time to disaggregate the service in a safe and legal manner following the peak timeframe for service delivery and therefore reducing the potential disruption to the statutory service delivered by the Council.

**Resolved**

- (1) That the reprofiling of the timeline to disaggregate the Highways and Transport – Home to School Passenger Transport service be approved.
- (2) That the disaggregation blueprint be amended accordingly to reflect the new disaggregation timeline of Autumn half-term 2022 (end of October 2022).

**Parking and Bus Lane Enforcement Disaggregation – Change to Timeline**

The Committee considered a report from the Assistant Director – Assets and Environment (NNC) which sought approval for the reprofiling of the hosted Place and Economy service, Highways and Transport – Parking and Bus Lane Enforcement disaggregation timeline from September 2022 to March 2023.

In presenting the report, the Assistant Director – Assets and Environment (NNC) outlined that this reprofiling proposal had been put forward to enable sufficient time to disaggregate the service in a safe and legal manner due to the need for North Northamptonshire Council to procure key contracts and arrangements which underpin enforcement activity, therefore ensuring there is minimum disruption to the service delivered by the Council.

In response to questions from the committee regarding whether any additional costs would be incurred by North Northamptonshire Council as a result of the reprofiling of the disaggregation timeline, the Assistant Director – Assets and Environment (NNC) advised that there would be no additional costs incurred to either Council.

**Resolved**

- (1) That the reprofiling of the timeline to disaggregate the Highways and Transport – Parking and Bus Lane Enforcement service be approved.
- (2) That the disaggregation blueprint be amended accordingly to reflect the new disaggregation timeline of 31 March 2023.

13. **Hosted/Lead - Disaggregation**

**Safeguarding in Education Services – Variation Notice**

The Committee considered a report from the Transformation Project Manager (WNC) which sought the Committee's approval to proceed with the disaggregation of the Safeguarding in Education Services (SIES) which is currently hosted by North Northamptonshire Council (NNC) and provided to West Northamptonshire Council (WNC) via an Inter Authority Agreement (IAA).

The report outlined that there was a requirement to disaggregate the SIES Team, which was formerly employed by Northamptonshire County Council prior to the implementation of Unitary governance arrangements. The proposed disaggregation date for the SIES team was 1 September 2022 following which employees would either transfer to West Northamptonshire Council under TUPE regulations or remain in their current roles employed by North Northamptonshire Council.

In response to questions from the Committee regarding the future safeguarding arrangements for both Councils, the Transformation Project Manager explained that both authorities wished to disaggregate the service to allow them to tailor future arrangements to the strategic direction of the individual Councils.

**Resolved**

- (1) That the disaggregation of the Safeguarding in Education Services (SIES) by 1 September 2022 be approved.
- (2) That authority be delegated to the Monitoring Officers of both Councils (NNC and WNC) to put into place a deed of variation to the Inter Authority Agreement (IAA) for the service to exit the IAA Schedule 2C3.
- (3) That it be agreed that both Councils will act in accordance with service plans and any collaborative working agreements agreed by both NNC and WNC service leads and approved by the Monitoring Officers until such time as a formal Deed of Variation has been completed.

14. **Urgent Business**

There were no items of urgent business.

The meeting closed at 2.13 pm

Chair: \_\_\_\_\_

Date: \_\_\_\_\_