



Shared Services Joint Committee

Minutes of a meeting of the Shared Services Joint Committee held at The Forum, Moat Lane, Towcester on Wednesday 29 March 2023 at 2.00 pm.

Present:

Councillor Jonathan Nunn (Co Chair, in the Chair)
Councillor Jason Smithers (Co-Chair)
Councillor Adam Brown
Councillor Lloyd Bunday
Councillor Helen Harrison

Substitute Members:

Councillor Phil Larratt (For Councillor Malcolm Longley)

Apologies for Absence:

Councillor Malcolm Longley

Officers:

Sarah Reed, Executive Director - Corporate Services (WNC)
Guy Holloway, Assistant Chief Executive (NNC)
Nana Barfi-Sarpong, Chief Information Officer (NNC)
Chris Wales, Chief Information Officer (WNC)
Susan Hamilton, Public Health Consultant (NNC)
Rhosyn Harris, Public Health Consultant (WNC)
Richard Woods, Democratic Services Officer (WNC)

45. Declarations of Interest

There were no declarations of interest.

46. Notification of requests to address the meeting

There were no requests to address the meeting.

47. Minutes

The minutes of the meeting of the Committee held on 18 January were agreed as a correct record.

48. Chair's Announcements

There were no announcements from the Chair.

49. **Hosted/Lead Disaggregation**

Change Request: Public Health Intelligence and STP

The Committee considered a report from the Directors of Public Health for North and West Northamptonshire Councils which sought approval for a revised delivery model for Public Health Intelligence and STP (PH Intelligence) which was currently in a lead arrangement with staff employed by North Northamptonshire Council (WNC) who also deliver the service on behalf of West Northamptonshire Council (WNC) as agreed in the Local Government Reform Blueprint.

In introducing the report, the Public Health Consultant explained that a comprehensive options assessment had recently been completed which explored how the service could meet the differing business needs of the two Councils whilst working to minimise the risk to service delivery and continuity in each Council area.

Resolved

- (1) That it be agreed to end the lead arrangement as set out in the LGR Blueprint and approve the disaggregation of the PH Intelligence function within timescales outlined in the termination section of schedule 3C5 of the Inter-Authority Agreement (IAA), enabling NNC and WNC Public Health teams to manage this function independently.

ICT Digital Disaggregation Options Report

The Chief Information Officers for North and West Northamptonshire Councils submitted a report which sought approval to proceed with the disaggregation of the Digital Services which was currently hosted by West Northamptonshire Council (WNC) and provided to North Northamptonshire Council (NNC) and the Northamptonshire Children's Trust (NCT).

In introducing the report, the Chief Information Officer (WNC) explained that in proceeding with the proposed disaggregation, each authority would be allowed the autonomy to invest in and deliver its own services as set out in their respective corporate plans for future ways of working.

In response to questions from the Committee regarding the proposed timescale for the disaggregation project, the Chief Information Officer (WNC) added that the first stage would focus on disaggregation of the team by July 2023, with a period between July and December 2023 focussed on project handover, including, the upskilling of staff and filling of vacant posts in order to support the continuation of open digital projects. In terms of the final disaggregation, it was anticipated that the final step would be completed by November 2025 at the latest.

Resolved

- (1) That the disaggregation of ICT Digital Services be approved.
- (2) That the disaggregation timeline as set out in the report be approved.
- (3) That it be noted that disaggregation will be undertaken in accordance with the agreed timeline however the formal removal of the service from the IAA is dependent upon the termination and/or expiry of supplier contracts.
- (4) That authority be delegated to the Monitoring Officers in consultation with the Leaders of NNC and WNC to take a further decisions and actions necessary to amend the Inter Authority Agreement (IAA) by the removal of Schedule 2A4.

50. **Inter Authority Agreements**

The Committee considered a report from the Executive Director – Corporate Services (WNC) and the Assistant Chief Executive (NNC) which provided an update on the Quarter 3 performance of services delivered via the Inter Authority Agreement (IAA) arrangements between North Northamptonshire Council (NNC) and West Northamptonshire Council (WNC).

In introducing the report, the Executive Director – Corporate Services (WNC) advised that the vast majority of indicators across the board were either at or above target, which represented a stable position throughout the year to date.

In terms of measures that were not on target, the Assistant Chief Executive (NNC) explained that the indicator for the percentage of responses to planning and archaeology consultations from across the area covered by NNC and WNC currently stood at 92%, which was below the target of 95% however this still translated to 160 of the 170 responses having been issued within the agreed timescale. In response to questions from the Committee as to the reason for this, the Assistant Chief Executive (NNC) explained that the failure to hit the 95% KPI target was due to staff absences across the Christmas period.

Members of the Committee noted that the overall performance of services delivered via the Inter Authority Agreement remained on a positive trajectory and thanked all officers involved for their efforts.

Resolved

- (1) That the contents of the report be noted.

51. **Urgent Business**

There were no items of urgent business.

Shared Services Joint Committee - 29 March 2023

The meeting closed at 2:08 pm

Chair: _____

Date: _____