

Committee: Overview and Scrutiny Commission

Date: 13 November 2019

Subject: Shared services update

Lead officer: Caroline Holland, Director of Corporate Services

Lead member: Councillor Mark Allison, Deputy Leader and Cabinet Member for Finance

Contact officer: Edmund Wildish, Head of Continuous Improvement

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Recommendations:

- A. That the Overview and Scrutiny Commission review the information update on shared services (see Appendix A) and decide whether it wishes to undertake further scrutiny of shared services and, if so, how.
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1 PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1. Appendix A provides a list of the current shared services arrangements that the council has entered into. This information has been provided at the request of the Commission so that it may review the situation and decide whether it wishes to undertake further scrutiny of shared service development.

2 BACKGROUND

- 2.1. This issue has been scrutinised previously – there were two task group reviews in 2016-17, one on shared services and the second on outsourced services, which examined how different models of service delivery work and made recommendations to stimulate a more consistent and rigorous approach to selecting delivery models and challenging officers on the most appropriate model for each service.
- 2.2. The task group received information on existing shared services and had in depth discussion with a number of service managers to understand the issues involved in deciding whether a shared service approach would be the optimum for the service.
- 2.3. In response to a specific recommendation on shared services, the council developed a toolkit for officers to use when considering whether to move to shared service arrangements, signposting to existing resources and expertise within the council and externally. This was shared with the Commission at its meeting in February 2018.
- 2.4. As part of the topic suggestion campaign earlier this year, the Conservative Group suggested that the Commission could carry out a review of further shared service opportunities against best practice of other councils to save costs.

- 2.5. The Commission, at its meeting on 4 July 2019, therefore agreed to request an updated list of shared services so that it could then decide how it wished to pursue the matter. Options include a formal report to the Commission or delegation to the financial monitoring task group.

3 ALTERNATIVE OPTIONS

The Commission is asked to discuss the information and decide whether it wishes to undertake further scrutiny and, if so, how.

4 CONSULTATION UNDERTAKEN OR PROPOSED

- 4.1. Not applicable.

5 TIMETABLE

- 5.1. Not applicable.

6 FINANCIAL, RESOURCE AND PROPERTY IMPLICATIONS

- 6.1. There are no property or resource implications at this time.

7 LEGAL AND STATUTORY IMPLICATIONS

- 7.1. None for the purposes of this report.

8 HUMAN RIGHTS, EQUALITIES AND COMMUNITY COHESION IMPLICATIONS

- 8.1. None for the purposes of this report.

9 CRIME AND DISORDER IMPLICATIONS

- 9.1. None for the purposes of this report.

10 RISK MANAGEMENT AND HEALTH AND SAFETY IMPLICATIONS

None for the purpose of this report.

11 APPENDICES – THE FOLLOWING DOCUMENTS ARE TO BE PUBLISHED WITH THIS REPORT AND FORM PART OF THE REPORT

Appendix A – List of shared services, October 2019

12 BACKGROUND PAPERS

- 12.1. None

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