

BROMSGROVE DISTRICT COUNCIL AND REDDITCH BOROUGH COUNCIL

SHARED SERVICES BOARD

9th December 2010 at 5.30pm

THE TOWN HALL, REDDITCH

Present:

Councillors Carole Gandy (Chair), Michael Braley, Bill Hartnett and Malcolm Hall (Redditch Borough Council)
Councillors Roger Hollingworth, Steve Colella, Geoff Denaro and Stephen Peters (Bromsgrove District Council).

Also in attendance (Observers):

Cllrs Andrew Brazier, Adam Griffin (end of meeting only) and Jinny Pearce (RBC)

Officers: Hugh Bennett, Sue Hanley and John Staniland.

Notes: Steve Skinner.

1. APOLOGIES

An apology for absence was received on behalf of Chief Executive, Mr Dicks.

2. MINUTES

The minutes of the previous meeting of the Board held on 14th October 2010 were agreed as a correct record.

3. MATTERS ARISING FROM THE MINUTES

There were no matters arising, other than as recorded under the separate agenda items below.

4. PROGRESS REPORT

Mrs Hanley presented the Progress report and took questions / provided clarifications on matters as they arose. Mr Staniland also spoke on several of the items.

During discussion, specific mention was made of the following key matters:

a) IT Services

Members noted the progress as reported and mentioned particularly the imminent implementation of the new '*bromsgroveandredditch.gov.uk*' domain name and e.mail address. In response to questions, Officers confirmed though that Members' e.mail addresses would remain separate for Bromsgrove and Redditch, at very little additional cost, and that websites would remain their entirely separate identities.

b) CCTV / Lifeline

Members asked about the opportunity to further expand the CCTV / Lifeline service, noting the current relationship with the County Council. Officers agreed that reports would be brought back before the Board if any such opportunities arose.

c) Future Programme

Members noted that there was a potential to accelerate some services through the Shared Services and/or Transformation process as more became known about the developing economic pressures on local government, but always subject to Members' further decision.

d) North Worcestershire Economic Development (NWED) project

Mr Staniland advised that preparatory work was near to completion on this proposal and it had originally been hoped to bring a report to this meeting of the Board. A special meeting of the Board for the 4th January 2011 had recently been agreed to go through the Business Case in order to avoid slippage re a projected commencement date.

It was noted that staff consultation had finished only the previous week. However, staff were very much on board and participating fully. A report would hopefully be available for issue before Christmas.

e) Emergency Planning

Mr Staniland had met with Wyre Forest DC representatives earlier in the day. Officers would be looking further at the arrangements and at the present contract with Worcestershire County Council, in order to rationalise the levels of support provided by the County. It was noted that the County offered a critical link in circumstances where vulnerable people were involved.

f) Environmental Services

Members noted one unresolved matter in this area – a gap in transport business expertise within the Redditch Transport Section. Given that this was an area of huge spend, Officers would be looking further into what was required here.

g) WETT Regulatory Services

Amongst other matters, current levels of staff turnover were leading to some short-term capacity issues. However, plans were in place to manage this.

h) WETT Phase II

Members noted that a number of areas were presently under consideration, although no Business Cases had as yet been worked up. These areas included, Waste and Street Scene, Planning, Housing Strategy & Policy, and Youth & Community Services.

i) Waste & Street Scene

Members indicated that they did not wish to pursue these areas further at the present time.

ii) Youth & Community Services

Both Councils expressed a preference for taking on these services at District level, if this became possible, rather than considering a WETT solution.

iii) Potential Joint Museums Service

It was additionally noted that Worcester City and the County Council had a Joint Museums services and might be looking at an extension of shared service and trust arrangements over the whole of the County. Redditch had joined in these discussions. However, very little had taken place yet, other than initial exploratory discussions.

i) Financial Implications

The Board noted the ongoing savings delivered through the Single Management Team of £330,000 in 2010/11, rising to £450,000 in 2011/12 .

Some £964,000 was estimated to be in line to be delivered through shared services and joint working in 2010/11, of which some £450,000 accrued to Bromsgrove and £514,000 to Redditch. Officers' current estimates assumed that this would be achieved.

Members were reminded, however, that some Shared Service arrangements, such as the Electoral Shared Services had been set up with resilience, rather than savings, as the prime driver for change.

j) Performance Management

Members noted proposals which would provide the basis for a consistent reporting mechanism, which would enable them to spot exceptions and ensure projects were on track. A 'Red, Amber, Green' traffic light reporting system would be used.

Officers advised that this approach came straight from existing project management process shared by both Councils.

k) Joint Property Services WETT

A separate report on Property Services WETT is detailed below in the confidential section of the notes.

(The reports were deemed confidential in view of the fact that ongoing labour relations matters, and terms of contracts would be revealed, plus matters potentially affecting individual members of staff.)

It was AGREED that

- 1) **subject to Members' comments, the report be noted; and**

RECOMMENDED that

- 2) **the improvements to performance management and monitoring of Shared Services, outlined at Section 15 of the Progress report, be endorsed.**

5. DATE OF FUTURE MEETINGS

It was noted that the next meeting, an additional one, would be held on **Tuesday 4th January 2010 at 5.30 p.m. at Redditch Town Hall.**

It was also noted that the next scheduled meetings of the Board were those of 16th February and 29th March 2011.