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| Report To: | Environment & Regeneration Committee | Date: | 02 March 2017 |
| Report By: | Corporate Director, Environment, Regeneration & Resources | Report No: | ENV009/17/SA |
| Contact Officer: | Scott Allan | Contact No: | 01475 712762 |
| Subject: | Shared Services – Joint Committee | | |

1.0 PURPOSE

- 1.1 The purpose of this report is to update the Committee on progress of shared services preparations amongst East Dunbartonshire, West Dunbartonshire and Inverclyde.

2.0 SUMMARY

- 2.1 Members will recall the previous report on shared services to this Council on 29 September 2016. Approval was given at that time for the Minute of Agreement, membership and governance of the Joint Committee. A meeting of the Joint Committee took place on 16 December 2016 and subsequently lead officers from the three Councils have developed a Strategic Business Case to progress shared services for Roads and Transportation in the first instance.
- 2.2 The Strategic Business Case captures details on budgets and employee numbers across the three Councils, combined with information on assets such as road length, number of lighting columns, etc. At a high level the Strategic Business Case identifies the potential benefit from a shared service, particularly around resilience across specialised service areas. Emphasis is placed on the advice from Audit Scotland in the report 'Maintaining Scotland's Roads – A Follow Up Report', published in August 2016, which continues to advocate that Councils should progress collaboration across roads services.
- 2.3 The report concludes that there is a strong case for sharing which meets strategic and local priorities. There is a need to develop detailed business plans however, and the Strategic Business Case advocates the joint appointment of a Lead Officer on a fixed term contract from April 2017 to progress this. A detailed Business Plan will be available by autumn 2017 and partners have agreed to bring forward proposals for early win collaboration across specific service areas within roads which emerge from the business planning process.

Trades Unions from the three local authorities were briefed on the draft Strategic Business Case on 8 February 2017. Lead officers have committed to maintain ongoing dialogue.

- 2.4 The Joint Committee will meet in March 2017 and will be asked to consider the Strategic Business Case and approve the appointment of a lead officer, with West Dunbartonshire fulfilling the role of employer.

3.0 RECOMMENDATIONS

- 3.1 That the Committee note progress on shared service discussions with East and West Dunbartonshire, the proposal to appoint a lead officer contained within the Directorate's 2017/18 Revenue Budget and that the next meeting of the Joint Committee will be in March 2017.

Scott Allan
Corporate Director, Environment, Regeneration & Resources

4.0 BACKGROUND

- 4.1 Following the meeting of the Shared Service Joint Committee, lead officers from each Council have been meeting regularly to coordinate financial, people and asset information across the three authorities. This has informed the development of a draft Strategic Business Case.
- 4.2 The Strategic Business Case continues to advocate the benefits of shared roads and transportation services, emphasising the synergies with the recommendations of the Audit Scotland Report 'Maintaining Scotland's Roads – A Follow Up Report' published in August 2016, combined with the significant enhancement of resilience. No specific assumptions have been made at this stage in respect of savings.

There is a need to develop detailed business plans however, and the Strategic Business Case advocates the joint appointment of a Lead Officer on a fixed term contract from April 2017 to progress this. A detailed Business Plan will be available by autumn 2017 and partners have agreed to bring forward proposals for early win collaboration across specific service areas within roads which emerge from the business planning process.

Trades Unions from the three local authorities were briefed on the draft Strategic Business Case on 8 February 2017. Lead officers have committed to maintain ongoing dialogue.

The Joint Committee will meet in March 2017 and will be asked to consider the Strategic Business Case and approve the appointment of a Lead officer with West Dunbartonshire fulfilling the role of employer.

5.0 IMPLICATIONS

Finance

- 5.1 Funding for Inverclyde's share of a fixed term appointment of Lead Officer to develop a detailed business case will be contained in the 2017/18 Directorate Budget.
- 5.2 Financial Implications

One off Costs

| Cost Centre | Budget Heading | Budget Years | Proposed Spend this Report | Virement From | Other Comments |
|-------------|----------------|--------------|----------------------------|---------------|---------------------------------|
| ERR | Employee costs | 2017/18 | £33,000 | | Provides a £100k Budget overall |

Annually Recurring Costs/ (Savings)

| Cost Centre | Budget Heading | With Effect from | Annual Net Impact £000 | Virement From (If Applicable) | Other Comments |
|-------------|----------------|------------------|------------------------|-------------------------------|----------------|
| N/A | | | | | |

Legal

- 5.3 None.

Human Resources

- 5.4 None.

Equalities

5.5 None.

Repopulation

5.6 None.

6.0 CONSULTATIONS

6.1 None.

7.0 LIST OF BACKGROUND PAPERS

7.1 None.