

# COUNCIL

## SHARED SERVICE ARRANGEMENTS WITH PRESTON CITY COUNCIL FOR THE REVENUES AND BENEFITS SERVICE

23rd May 2011

### Report of the Head of Governance

#### PURPOSE OF REPORT

To report to Council a decision taken by Cabinet on the 19th April 2011 concerning a shared Revenues and Benefits Service with Preston City Council, and to seek Council's confirmation of the governance arrangements through the necessary amendments to the Constitution.

This report is public

#### RECOMMENDATIONS

- (1) That the Head of Governance, as Monitoring Officer, be authorised to amend the Council's Constitution to reflect the establishment of a Joint Committee to carry out the Revenues and Benefits functions of this Council and Preston City Council, with the composition and terms of reference as set out in Appendix 1 to the Cabinet report.

#### 1.0 Introduction

1.1 At its meeting on the 19th April 2011, Cabinet considered a report concerning shared service arrangements with Preston City Council for the Revenues and Benefits Service. A copy of the Cabinet report is appended to this report.

1.2 Cabinet resolved:

(1) To enter into a Shared Revenues and Benefits Service Agreement with Preston City Council with effect from the 1st July 2011, and to authorise the Chief Executive to approve the terms of such agreement on behalf of the Council.

(2) Through the Shared Service Agreement, to delegate Cabinet's Revenue and Benefits functions to a Joint Committee with Preston City Council

(3) To recommend to Council that the Council's Constitution be amended to reflect the establishment of a Joint Committee to carry out the Revenues and Benefits functions of this Council and Preston City Council, with the terms of reference as set out in Appendix 1 to the Cabinet report.

(4) That the composition of the Joint Committee be as stipulated in the draft terms of reference in Appendix 1 to the report.

#### 2.0 Proposal Details

2.1 Discussions have been ongoing between this Council and Preston City

Council for some time concerning a shared Revenues and Benefits Service, and Cabinet considered the business case and approved the proposed shared service arrangements in December 2011. The Cabinet report of the 19th April 2011 set out the proposed governance arrangements for the shared service, which will become effective from the 1st July 2011.

- 2.2 The decision as set out above, was taken under the then current executive arrangements. Members will note from another item on the agenda for this meeting, that with effect from May 2011, a new Leader and Cabinet executive model, will be in place. However, for the sake of completeness, it is appropriate for Council now to note the Cabinet decision, and to authorise the Monitoring Officer to amend the Constitution to reflect the establishment of a Joint Committee to carry out the Revenues and Benefits functions of this Council and Preston City Council, with the composition and terms of reference as set out in Appendix 1 to the Cabinet report.

### **3.0 Options and Options Analysis (including risk assessment)**

- 3.1 The Cabinet decision of the 19th April 2011 needs to be reflected in the Council's Constitution, and there are therefore no options open to Council other than to make the constitutional amendments as recommended.

### **4.0 Conclusion**

- 4.1 Council is therefore requested to authorise the Monitoring Officer to make the proposed amendments to the Constitution.

<b>CONCLUSION OF IMPACT ASSESSMENT</b> <b>(including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)</b>
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None arising from this report.

<b>LEGAL IMPLICATIONS</b>
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The Council's Constitution is required by the Local Government Act 2000 to be kept up to date, and the proposed amendments to reflect the new joint arrangements with Preston City Council will ensure that this requirement is met.

<b>FINANCIAL IMPLICATIONS</b>
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None arising from this report. The financial implications of the shared service are set out in the Cabinet report.

<b>OTHER RESOURCE IMPLICATIONS</b>
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**Human Resources:**

None arising from this report. The HR implications of the shared service are set out in the Cabinet report.

**Information Services:**

None

**Property:**

None

**Open Spaces:**

None

**SECTION 151 OFFICER'S COMMENTS**

The Section 151 Officer has been consulted and has no further comments to add.

**MONITORING OFFICER'S COMMENTS**

This report has been prepared by the Head of Governance, who, as Monitoring Officer is responsible for ensuring that the Constitution is kept up to date.

**BACKGROUND PAPERS**

None

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