

**THREE RIVERS & WATFORD
SHARED SERVICES
JOINT COMMITTEE**



AGENDA

Date: 6 October 2008

Time: 7.30 pm

Place: Dickinson Room, Three Rivers House

Members of the Committee:-

Councillors:-	R Laval (Chair)	Z McQuire
	A Wylie (Vice-Chair)	R Sangster
	M Bedford	I Sharpe

The Joint Committee welcomes contributions from members of the public to its discussion on Part A agenda items. Contributions will be limited to one person speaking for and one against each item for not more than three minutes. Details of the procedure and the list for registering the wish to speak will be available for a short period before the meeting

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Part A - Open to the Public

1 APPOINTMENT OF CHAIR AND VICE-CHAIR

To appoint a Chair and Vice-Chair of the Committee for the next year. (The Vice-Chair to be nominated from the Council which has not appointed the Chair.)

2 APOLOGIES FOR ABSENCE / SUBSTITUTE MEMBERS

3 DISCLOSURES OF INTEREST

To receive any disclosures of interest.

4 MINUTES

To confirm as a correct record the notes of the Members Panel held on 11 June 2008 (circulated separately to Members of the Committee).

5 NOTICE OF OTHER BUSINESS

To announce items of other business notified to the Secretary of the Joint Committee, together with the special circumstances which justify their consideration as a matter of urgency. The Chairman to rule on the admission of such items. (Note: If other confidential business is approved under this item, it will also be

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necessary to specify the class of exempt or confidential information in the additional item(s)).	
6 DELEGATION AND JOINT COMMITTEE AGREEMENT	1 - 78
To note amendments to the Delegation and Joint Committee Agreement made under delegated powers and answer any questions.	
7 IMPLEMENTATION - PROGRESS REPORT	79 - 162
This report asks the Committee to note progress made towards implementing shared services. It seeks agreement to the change management proposals, and considers progress on IT connectivity, procurement and the implementation plan.	
8 DETAILED BUSINESS CASE, SERVICE AND FINANCIAL PLANNING	163 - 168
This report seeks agreement to the process for updating the Detailed Business Case and preparing service plans and budgets for the medium term.	
9 EXCLUSION OF PRESS AND PUBLIC	
The Chairman to move:- “that, under Section 100A (4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item(s) of business as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if the press or public were present during consideration of the item(s) there would be disclosure to them of exempt information as defined under the respective paragraphs of Part 1 of Schedule 12A to the Act.” If approved the Chairman will ask the press and public to leave the meeting at this point.	

Part B - Closed to the Public

10 HEADS OF SERVICE APPOINTMENTS

An oral update will be given on the arrangements for appointing heads of service.

Members are reminded that meetings of the Joint Committee shall end no later than 10.30pm unless otherwise agreed by the Joint Committee.

For more information concerning this agenda please contact the Secretary to the Joint Committee, Elwyn Wilson, Democratic Services Manager, Three Rivers District Council, Northway, Rickmansworth, Herts, WD3 1RL. Telephone: 01923 727248.

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