

THREE RIVERS DISTRICT COUNCIL AND WATFORD BOROUGH COUNCIL

Three Rivers and Watford Shared Services Joint Committee - 23 September 2013

ACTION SHEET

JSS11/13 MINUTES

The Minutes of the meeting of the Joint Shared Services Committee held on 3 June 2013 were confirmed as a correct record and signed by the Chairman subject to 'Stephen Exton – Finance Manager ' being added to the Officers Present.

JSS12/13 NOTICE OF OTHER BUSINESS

- (1) The Chairman ruled that the following report which had not been available for five clear days before the meeting was of sufficient urgency to be considered by the Committee for the reason indicated:

Items 7 ICT Transition Update

To protect the Council's position following the transfer of ICT functions to Capita.

- 2) **Governance Arrangements**

In reply to a request by the chairman and endorsed by the Committee, the Officers undertook to submit an information report to the next meeting of the Committee on the future Governance arrangements of all Joint and Shared Services.

JSS13/13 EXTERNAL AUDITOR'S REPORT TO THOSE CHARGED WITH GOVERNANCE - ISA260 - (SEPTEMBER 2013) AND APPROVAL OF THE STATEMENT OF ACCOUNTS FOR 2012/13

RESOLVED –

- (1) that the Committee notes the external auditor's 'Report to those charged with Governance';
- (2) that the Committee confirms that it is satisfied that the accounting policies adopted are the most appropriate; and
- (3) that the Statement of Accounts for 2012/13 be approved subject to the following arrangements;

Paragraph 4 Revenue Activities – Revenue Out-Turn 2012/13
Amend '£6.65m' to read '£6.74m'

Paragraph 5.2 Watford Borough Council

Amend to read

'(3) Welfare Benefit changes and the preparation for Universal Credit needs to ensure no unacceptable impact on the service delivered to benefit recipients'

JSS14/13 MEASURES OF PERFORMANCE

RESOLVED –

- (1) that the performance reports for the first quarter of 2013/14 be noted.
- (2) that a report be submitted to the next meeting of the Committee on the review to be carried out by the Director of Finance in respect of the Revenue and Benefits Service.

JSS15/13 ICT SERVICE - UPDATE

RESOLVED –

- (1) that the report be noted.
- (2) that a report be submitted to the next meeting of the Committee on the separation of duties between ICT Client Managers.

JSS16/13 REVENUES AND BENEFITS UPDATE

RESOLVED –

that the contents of the report are noted.