

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



AGENDA

Date: 18 November 2013
Time: 7.30 pm
Place: Watford Council Borough

Members of the Committee:-

Councillors:-	N Bell G Derbyshire S Nelmes	D Sansom M Watkin B White
---------------	------------------------------------	---------------------------------

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

Item

Page

Part A - Open to the Public

1 ELECTION OF CHAIR AND VICE-CHAIR

To elect a Chair and Vice-Chair of the Committee for the ensuing year in accordance with paragraphs 9 and 10 of Schedule 1 to the 'Delegation and Joint Committee Agreement': Watford members to appoint the Chair and Three Rivers members to appoint the Vice-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 minutes of the Joint Shared Services Committee held on 223 September 2013.

Item	Page
5 NOTICE OF OTHER BUSINESS	
<p>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 necessary to specify the class of exempt or confidential information in the additional item(s)).</p>	
6 SERVICE AND FINANCIAL PLANNING	1 - 64
<p>This report considers the service plans and budgets for the shared services in the medium term.</p>	
7 MEASURES OF PERFORMANCE	65 - 76
<p>This report gives performance information for the 1st Quarter of 2013/14.</p>	
8 FUTURE ARRANGEMENTS FOR SHARED SERVICES	
<p>To receive a presentation on the future arrangements for shared services.</p>	
9 ICT SERVICE - UPDATE	77 - 86
<p>This report provides an update on the ICT Service Provision.</p>	
10 REVENUE AND BENEFITS UPDATE	87 - 92
<p>This report provides an update on the Revenues and Benefits Service and current performance of the Benefits Service.</p>	
11 EXCLUSION OF PRESS AND PUBLIC	
<p>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.</p>	

Part B - Closed to the Public**12 OTHER BUSINESS**

If approved under Item 4.

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.

E-mail: elwyn.wilson@threerivers.gov.uk