



**North
Northamptonshire
Council**




**West
Northamptonshire
Council**

Meeting: Shared Services Joint Committee
Date: Wednesday 27th April, 2022
Time: 2.00 pm
Venue: Council Chamber, Municipal Offices, Bowling Green Road, Kettering, NN15 7QX

To members of the Northamptonshire Shared Services Joint Committee:-

Councillors Lloyd Bunday, Helen Harrison and Jason Smithers (North)
 Councillors Adam Brown, Malcolm Longley and Jonathan Nunn (West)

Item	Subject	Officer Presenting Report	Page No
01	Apologies for non-attendance		
02	Members' Declarations of Interests		
03	Notification of requests to address the meeting		
04	Minutes of the meeting of the Shared Services Joint Committee held on 23 rd March 2022 to be approved as a correct record and signed by the Chair		5 - 8
05	Actions from Previous Meeting		
Items requiring a decision			
06	Lead/Hosted Services – Change Requests a) Learning and Development Change Request b) Section 106 Team Change Request (Hosted)	Marie Devlin Hogg (NNC) & Alison Golding (WNC) Jim Newton (WNC) & Rob Harbour (NNC)	9 – 16

07	Lead/Hosted Services – Disaggregation a) IAA Variation Notice - Learning and Development Disaggregation	Marie Devlin-Hogg (NNC) and Alison Golding (WNC)	17 - 24
08	Inter Authority Agreements and Service Plans a) Inter Authority Agreement Service Plan - final delivery update. b) Inter Authority Agreement Variation Notice	Emma Conway (WNC) and Rochelle Mathieson (NNC) Adele Wylie (NNC) and Cath Whitehead (WNC)	25 - 54 55 - 68
Exempt Items			
09	None Notified		
Urgent Items			
To consider any items of business for which notice has been given to the Proper Officer prior to the meeting and the Chairman considers to be urgent pursuant to the Local Government Act 1972.			
10	Close of Meeting		
<p>Adele Wylie, Monitoring Officer North Northamptonshire Council</p>  <p>Proper Officer 19th April 2022</p>			

This agenda has been published by Democratic Services
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Public Participation

The Council has approved procedures for you to request to address meetings of the Council.

ITEM	NARRATIVE	DEADLINE
Members of the Public Questions	Questions may be submitted by members of the Public to meetings of the committee. The question must be in writing and submitted 2 clear working days prior to the meeting. There are no supplementary questions permitted, and no debate on questions or answers. A period of 30 minutes (Chair's Discretion) is allocated for Public Questions.	5:00 pm Friday 22 nd April 2022
Members of the Public Agenda Statements	Members of the Public may make statements at meetings in relation to reports on the agenda. A request to address the committee must be received 2 clear working days prior to the meeting. The member of the Public has a maximum of 3 minutes to address the committee. A period of 30 minutes (Chair's Discretion) is allocated for Public Statements.	5:00 pm Friday 22 nd April 2022
Other Members Questions	Written questions of up to 50 words maximum permitted. To be received at least 2 clear working days prior to the meeting. Chair's discretion on supplementary question. A period of 30 minutes (Chair's Discretion) is allocated for Other Members' Questions.	5:00 pm Friday 22 nd April 2022
Other Members Agenda Statements	Other Members may make statements at meetings in relation to reports on the agenda. A request to address the committee must be received 2 clear working days prior to the meeting. The Shadow Member has a maximum of 3 minutes to address the committee. A period of 30 minutes (Chair's Discretion) is allocated for Member Statements.	5:00 pm Friday 22 nd April 2022

Please contact democraticservices@northnorthants.gov.uk for more information.

Members' Declarations of Interest

Members are reminded of their duty to ensure they abide by the approved Member Code of Conduct whilst undertaking their role as a Councillor. Where a matter arises at a meeting which **relates to** a disclosable pecuniary interest, you must declare the interest, not participate in any discussion or vote on the matter and must not remain in the room unless granted a dispensation

Where a matter arises at a meeting which **relates to** other registrable interests, you must declare the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting but must not take part in any vote on the matter unless you have been granted a dispensation.

Where a matter arises at a meeting which **relates to** your own financial interest (and is not a disclosable pecuniary interest) or **relates to** a financial interest of a relative, friend or close associate, you must disclose the interest and not vote on the matter unless granted a dispensation. You may speak on the matter only if members of the public are also allowed to speak at the meeting.

Members are reminded that they should adhere to the Council's approved rules and protocols during the conduct of meetings. These are contained in the Council's approved Constitution.

If Members have any queries as to whether a Declaration of Interest should be made please contact the Monitoring Officer at – monitoringofficer@northnorthants.gov.uk

Press & Media Enquiries

Any press or media enquiries should be directed through the Council's Communications Team to communications@northamptonshire.gov.uk

Public Enquiries

Public enquiries regarding the Council's meetings can be made to democraticservices@northnorthants.gov.uk