



ONESOURCE JOINT COMMITTEE AGENDA

10.00 am	Friday 28 April 2023	Virutal Meeting via Zoom
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COUNCILLORS:

LONDON BOROUGH OF HAVERING

Councillor Paul Middleton
Councillor Ray Morgon
Councillor Christopher Wilkins

LONDON BOROUGH OF NEWHAM

Councillor Luke Charters
Mayor Rokhsana Fiaz
Councillor Zulfiqar Ali

**For information about the meeting please contact:
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NOTES ABOUT THE MEETING

1. HEALTH AND SAFETY

The Joint Committee is committed to protecting the health and safety of everyone who attends its meetings.

At the beginning of the meeting, there will be an announcement about what you should do if there is an emergency during its course. **For your own safety and that of others at the meeting, please comply with any instructions given to you about evacuation of the building, or any other safety related matters.**

2. MOBILE COMMUNICATIONS DEVICES

Although mobile phones, pagers and other such devices are an essential part of many people's lives, their use during a meeting can be disruptive and a nuisance. Everyone attending is asked therefore to ensure that any device is switched to silent operation or switched off completely.

3. CONDUCT AT THE MEETING

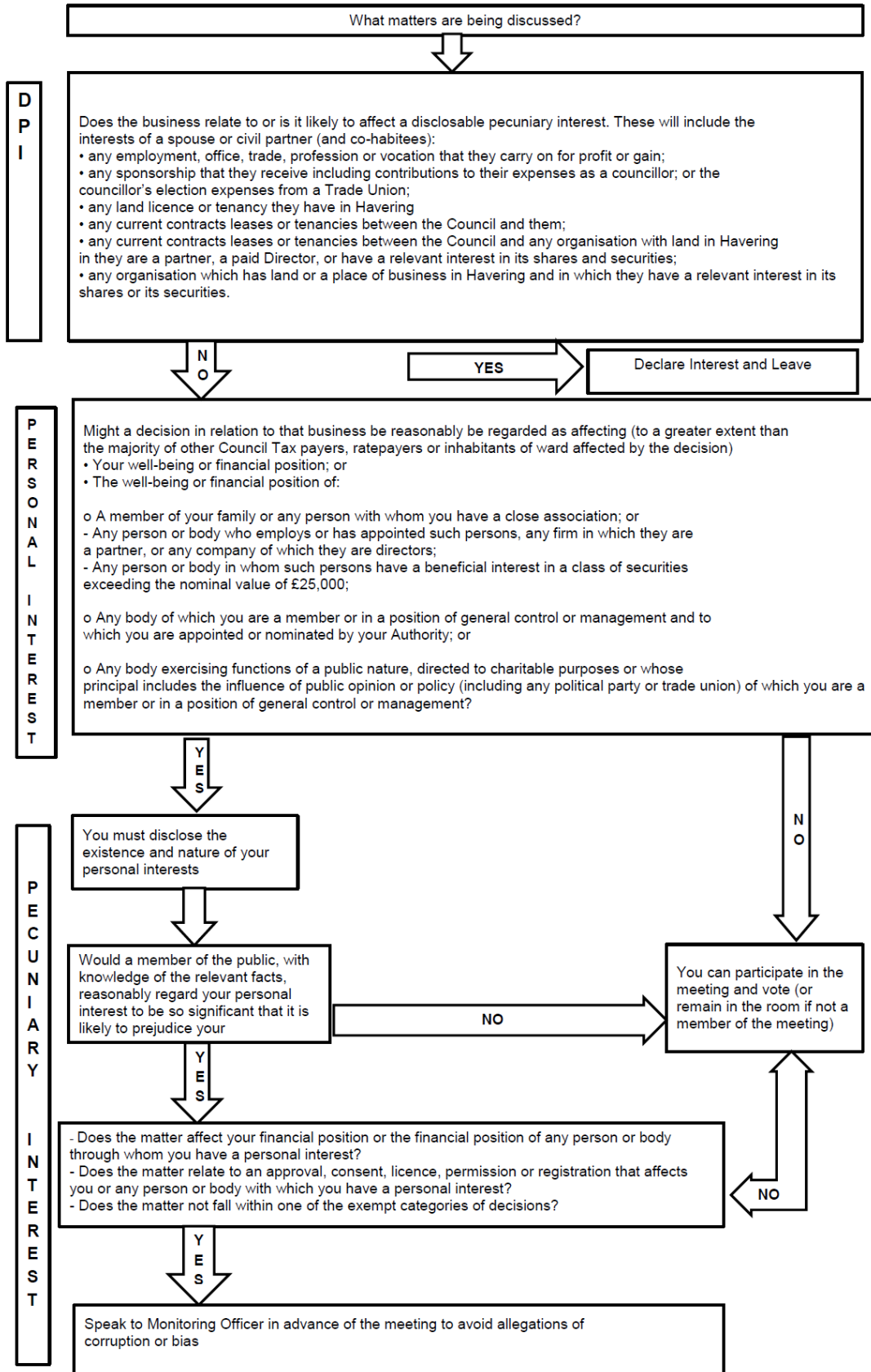
Although members of the public are welcome to attend meetings of the Joint Committee, they have no right to speak at them. Seating for the public is, however, limited and the Joint Committee cannot guarantee that everyone who wants to be present in the meeting room can be accommodated. When it is known in advance that there is likely to be particular public interest in an item the Joint Committee will endeavour to provide an overspill room in which, by use of television links, members of the public will be able to see and hear most of the proceedings.

The Chairman of the meeting has discretion, however, to invite members of the public to ask questions or to respond to points raised by Members. Those who wish to do that may find it helpful to advise the Clerk before the meeting so that the Chairman is aware that someone wishes to ask a question.

PLEASE REMEMBER THAT THE CHAIRMAN MAY REQUIRE ANYONE WHO ACTS IN A DISRUPTIVE MANNER TO LEAVE THE MEETING AND THAT THE MEETING MAY BE ADJOURNED IF NECESSARY WHILE THAT IS ARRANGED.

If you need to leave the meeting before its end, please remember that others present have the right to listen to the proceedings without disruption. Please leave quietly and do not engage others in conversation until you have left the meeting room.

DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF



AGENDA ITEMS

1 APOLOGIES

If any – receive.

2 DISCLOSURES OF INTEREST

Members are invited to disclose any interest in any of the items on the Agenda at this point of the meeting.

Members may still disclose any interest in an item at any time prior to the consideration of the matter.

3 MINUTES OF 18 NOVEMBER 2022 (Pages 1 - 2)

To agree as a correct record the minutes of the meeting held on 18 November 2022 (attached) and to authorise the Chairman to sign them.

4 FUTURE OF ONE SOURCE - CABINET DECISIONS AND NEXT STEPS (Pages 3 - 6)

Report attached.

**MINUTES OF A
ONESOURCE JOINT
COMMITTEE MEETING
NEWHAM
Friday, 18 November 2022
(9.30 - 10.10 am)**

Present:

Councillor Christopher Wilkins (Chairman), London Borough of Havering

Members Present

Mayor Rokhsana Fiaz

Councillor Paul Middleton

Councillor Zulfiqar Ali

Cabinet Member responsibility:

London Borough of Newham

London Borough of Havering

London Borough of Newham

38 APOLOGIES

Apologies of absence were received from Councillors Ray Morgon and Luke Charters.

39 DISCLOSURES OF INTEREST

There were no disclosures of interest.

40 MINUTES

The minutes of the meeting held on 11 March 2022 were agreed as a correct record. There were no matters arising.

41 Q1 PERFORMANCE REPORT

The One Source shared service reports presented performance on a quarterly basis, and the reports were scrutinised by the one source Joint Committee.

The current suite of performance measures were refreshed for 2022-23 and focus on performance in 4 key areas:

- The quality of service
- The income / expenditure (monetary) generated / incurred by the service
- The speed of service delivery
- The amount (volume) of service delivered

The KPIs were underpinned by management information and data submitted by the one source Directorates. These, and the performance measures, have been identified by One Source Directors as key to monitoring and reporting to the Joint Committee and the partner boroughs.

The attached Q1 performance report (April – June of 2022-23) includes:

- 1) summary data for the whole of the shared service;
- 2) performance reporting by Borough; and
- 3) detailed exception reports for any amber or red rated performance measure.

The Committee **noted** the One Source Performance Report for the first quarter of 2022-23 attached at Appendix 1.

42 **FINANCE UPDATE REPORT**

The 2021/22 year end outturn position across the shared and non-shared areas was £4.9m (an improvement of 1.5m on the period 10 forecast of £6.4m overspend). As part of 22/23 budget setting, £4.55m of savings were removed from the oneSource budgets and £1.7m of growth was allocated. The 2022/23 period 6 forecasted overspend was £5.2m.

The Committee **noted** the following:

- the 2021/22 outturn position and its improvement from period 10;
- the updated 2022/23 budget;
- 2022/23 period 6 forecast.

43 **UPDATE ON THE ONESOURCE REVIEW**

This item was considered excluded to the public on the grounds that it was likely that, in view of the nature of the business to be transacted or the nature of the proceedings, if members of the public were present during these items there would be disclosure to them of exempt information within the meaning of paragraph 3 and 4 of Schedule 12A to the Local Government Act 1972; and, if it is decided to exclude the public on these grounds, the Sub-Committee to resolve accordingly on the motion of the Chairman.

Chairman

**ONESOURCE JOINT
COMMITTEE**

28th April 2023

Subject heading:

**Future of One Source – Cabinet
Decisions and Next Steps**

Report author and contact details:

**Conrad Hall - Corporate Director
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**Dave McNamara - S151 Officer
(LBH)**

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Financial summary:

SUMMARY

The decision to return a number of services to each borough, and retain a small number of services within one source was approved by each council cabinet on 4th April (Newham) and 12th April (Havering) respectively. This report notes the decisions approved by both cabinets, and the next steps in the programme delivery.

RECOMMENDATIONS

The Joint Committee are asked to note the:

- a. decisions taken by London Borough of Havering and Newham cabinets;
- b. next steps in the delivery of the project.

REPORT DETAIL

1. Background

- 1.1** One Source was established in 2014 by way of a Joint Committee and Delegation Agreement (the "Agreement") as a joint arrangement between The London Borough of Newham ("LBN") and The London Borough of Havering ("LBH") to provide most of the back office or support functions that the councils depend on to deliver other services.

1.2 The Future of One Source was recently considered by both councils, culminating in proposals and recommendations presented to Newham Cabinet on 4th April, and Havering Cabinet on 12th April for formal approval.

2. Decisions of both Havering and Newham councils.

2.1 Final decisions were reached by both councils’ cabinets, with approval to:

<p>1. <u>Withdraw</u> delegation from One Source of the following shared services:</p> <ul style="list-style-type: none"> • Human Resources and Organisational Development • Procurement • ICT • Asset Management • Finance: Pensions Accountancy and Treasury, Reconciliations 	<p>2. <u>Retain</u> existing delegations to those functions that remain within One Source, namely:</p> <ul style="list-style-type: none"> • Legal and Governance • Exchequer and Transactional • Corporate Business Systems Team • Print Services
<p>3. <u>Authorise</u> the Corporate Director of Resources (LBN) S151 Officer (LBH), in consultation with the Chief Executives, to make all necessary arrangements to give effect to 1 & 2 above.</p>	<p>4. <u>Waive</u> the right to any compensatory payments</p>

2.2 The arrangements to give effect to the withdrawal and retention of services in 2.1 above include but are not limited to:

- Implementing the HR and other operational processes to give effect to the recommendations.
- Agreeing the dates for the withdrawal of those services listed in 2.1
- Agreeing, amending and finalising any variation or variations to the Agreement and the delegations contained therein as necessary to give effect to 2.1, and thereafter to sign and complete any variation on behalf of LBN and LBH.
- Making arrangements to receive staff into LBN and LBH as a result of the amendments to the Agreement.
- Making arrangements (whether contractual or otherwise) to allow LBN and LBH to share some of the proposed withdrawn services for a transitional period beyond the agreed date of implementation whilst permanent arrangements are put in place within LBN and LBH.
- Making arrangements to provide a support service to the retained One Source services.

3. Next steps

3.1 There have been a range of staff briefings and updates with Trade Unions. Following the decisions of both cabinets another all staff briefing was undertaken on the 13th April 2023 and this also detailed next steps.

3.2 Detailed implementation plans are being developed overall, and for each service, and will be finalised over the next few weeks. All plans will be monitored via the Programme Board, and progress reported to both councils and periodically to Joint Committee.

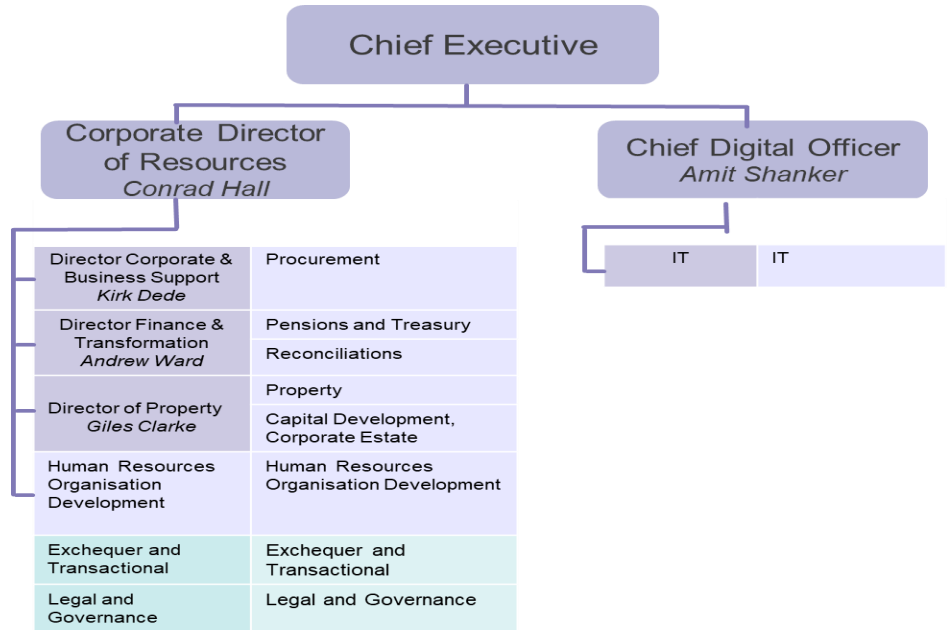
3.3 All services will return as swiftly as possible, applying the usual processes, including consultation with staff and Trade Unions. Formal consultation for shared services is as follows:

- HROD – Formal 45 day consultation launches on 24th April.
- Property Services - Formal 45 day consultation launches on 28th April.
- The remaining services’ launch dates will be confirmed in the next few weeks with anticipated launch dates to be in May / June.

3.4 A jointly agreed ICT separation model is anticipated by May, which will be followed by a detailed road map for the return of IT to each borough.

3.5 All services returning to LBN apart from IT, will be moved to the Resources Directorate. IT will be moved to the Chief Digital Officer Directorate.

3.6 The remaining one source services will report to the Resources Directorate.

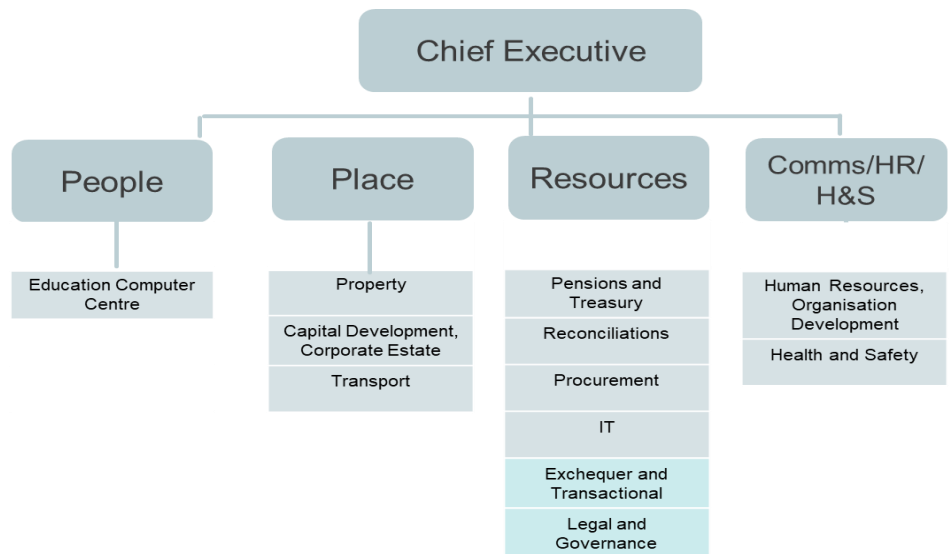


LBN Operating Model

3.7 All services returning to LBH (shared and non-shared) will be located within a pillar of Havering's proposed new operating model.

3.8 LBH's operating model is currently out for consultation for tiers 1 and 2, these tiers will be completed by the end of May.

3.9 The remaining one source services are proposed to be located within the Resources pillar.



LBH Operating Model

Background Papers

Link to LBN Cabinet report (4th April): [Future of one source services LBN](#)

Link to LBH Cabinet report (12th April): [Future of one source services LBH](#)

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