

1 March 2017

Ordinary Council

Revenues & Benefits Shared Service Agreement

Report of: *Steve Summers, Group Manager In-House Services*

Wards Affected: *All*

This report is: *Public*

1. Executive Summary

- 1.1 This matter was considered by the Policy, Finance and Resources Committee on the 15th February 2017 where it was resolved to recommend to Ordinary Council the approval of the Revenues & Benefits Shared Service Agreement subject to the appropriate delegated authority.
- 1.2 The detail of the proposed agreement is set out in the report to the Policy, Finance and Resources Committee on the 15th February 2017 attached as Appendix A and B to this report.

2. Recommendation(s)

- 2.1 Approves that the Council enter a new sharing agreement for provision of the Revenues and Benefits Service with Basildon Borough Council on the basis set out in Appendix B of this report.**
- 2.2 That delegated authority be given to the Section 151 Officer, in consultation with the Leader of the Council as appropriate, to agree and formally enter the agreement once negotiations have been completed.**

3. Introduction and Background

- 3.1 The details of the background of the Revenues and Benefits Shared Service Agreement between Brentwood Borough with Basildon Borough Council is set out in Appendix A to this report.

4. Issue, Options and Analysis of Options

- 4.1 The details of the options of the proposed Revenues and Benefits Shared Service Agreement between Brentwood Borough with Basildon Borough Council is set out in Appendix A and Appendix B to this report.

5. Reasons for Recommendation

- 5.1 To enable the Council to deliver effective and efficient Revenues and Benefits Services for the benefit of the Council and its customers.

6. Consultation

- 6.1 No formal consultation has been undertaken at this stage, other than meetings with all affected members of staff.

7. References to Corporate Plan

- 7.1 Delivering an effective and efficient Revenue & Benefit Services will help meet the Modern Council key priority.

8. Implications

Financial Implications

Name & Title: John Chance, Finance Director (Section 151 Officer)

Tel & Email: 01277 312712/ john.chance@brentwood.gov.uk

- 8.1 The high level financial terms have been agreed for entering into a shared service agreement with Basildon Council to initially cover the Revenues and Benefits Service.

Legal Implications

Name & Title: Daniel Toohey, Monitoring Officer

Tel & Email 01277 312860/ daniel.toohey@brentwood.gov.uk

- 8.2 Legal Services are available to advise and assist with concluding the terms of the arrangement and to ensure compliance with employment, legislative and constitutional requirements, including the Transfer of Undertakings (Protection of Employment) Regulations 2006.

Other Implications (where significant) – i.e. Health and Safety, Asset Management, Equality and Diversity, Risk Management, Section 17 – Crime & Disorder, Sustainability, ICT.

- 8.3 None

9 Background Papers (include their location and identify whether any are exempt or protected by copyright)

- 9.1 Finance and Resources Committee 11th February 2015.
Policy, Finance & Resources Committee 15th February 2017

10 Appendices to this report

Appendix A – Policy, Finance & Resources Committee, 15th February 2017

Appendix B – Brentwood and Basildon Partnership (Exempt)

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