

## SHARED SERVICES JOINT COMMITTEE

THURSDAY, 14TH SEPTEMBER 2017, 6.00 PM  
COMMITTEE ROOM 1, TOWN HALL, CHORLEY

### AGENDA

- |   |  |                |
|---|--|----------------|
| 1 | <b>APOLOGIES FOR ABSENCE</b>   |                |
| 2 | <b>APPOINTMENT OF CHAIR AND VICE CHAIR OF THE JOINT COMMITTEE FOR 2017/18</b>  |                |
| 3 | <b>MINUTES OF THE LAST MEETING OF THE JOINT COMMITTEE HELD ON 8 MARCH 2017</b>   | (Pages 3 - 6)  |
| 4 | <b>DECLARATIONS OF ANY INTERESTS</b><br><br>Members are reminded of their responsibility to declare any pecuniary interest in respect of matters contained in this agenda.<br><br>If you have a pecuniary interest you must withdraw from the meeting. Normally you should leave the room before the business starts to be discussed. You do, however, have the same right to speak as a member of the public and may remain in the room to enable you to exercise that right and then leave immediately. In either case you must not seek to improperly influence a decision on the matter. |                |
| 5 | <b>SHARED SERVICES JOINT COMMITTEE: REVISED TERMS OF REFERENCE</b><br><br>To note the revised Terms of Reference for the Joint Committee which were approved by both authorities at their Annual Council Meetings in May 2017 (enclosed).  | (Pages 7 - 8)  |
| 6 | <b>PERFORMANCE MANAGEMENT REPORT</b><br><br>Report of the Head of Shared Financial Services (to follow).   |                |
| 7 | <b>BUSINESS IMPROVEMENT PLAN 2017/18</b><br><br>Report of the Head of Shared Financial Services (to follow).   |                |
| 8 | <b>ANNUAL ACCOUNTS 2016/17</b><br><br>Report of the Head of Shared Financial Services (enclosed).  | (Pages 9 - 14) |

9      **INTERNAL AUDIT OF THE FINANCIAL & ASSURANCE SHARED SERVICES ANNUAL ACCOUNTS 2016/17**

(Pages 15 - 18)

Report of Head of Shared Assurance Services.

10     **EXCLUSION OF THE PUBLIC AND PRESS**

To consider the exclusion of the press and public for the following items of business on the ground that it involves the likely disclosure of exempt information as defined in Paragraphs 1 and 3 of Part 1 of Schedule 12A to the Local Government Act 1972 Paragraph 1: Information relating to any individual.

11     **DEVELOPMENT OF SHARED SERVICES**

Joint report of the Chief Executive's of Chorley and South Ribble Borough Councils (to follow).

12     **REVIEW OF SHARED FINANCIAL SERVICES AND SHARED ASSURANCE SERVICES**

Report of Director (Policy and Governance), Chorley (to follow).

GARY HALL  
CHIEF EXECUTIVE

Electronic agendas sent to Members of the Shared Services Joint Committee

**Chorley Council:**

Councillors Alistair Bradley, Alistair Bradley, Martin Boardman, Alan Cullens, Alistair Morwood, Peter Wilson, Colin Clark, Foster, Peter Mullineaux, Councillor Margaret Smith and Matthew Tomlinson

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