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**Executive Sub-Group Update**

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**1. OVERVIEW**

This report provides a further update on the Executive Sub-Group activities.

**2. RECOMMENDATIONS**

**2.1** That the CPP Management Committee notes the content of this report and the progress made by the CPP Executive Sub Group.

**2.2** That the CPP Management Committee notes the list of agreed options in section four and the next steps at Appendix one.

**3. BACKGROUND AND DETAIL**

**3.1** The CPP Management Committee considered the shared services paper that had been presented to the Convention of the Highlands and Islands on 25 October 2010. A full progress report is due at the next convention later this month. In relation to the national drive towards sharing services, the following outcomes were agreed at the convention:

- Scottish Government to work with members to identify and intervene where appropriate to breakdown barriers to shared working. **Scottish Government – Shared Services Division**
- Member organisations to look at where the real barriers to shared working lie and eliminate these. **NHS Orkney on behalf of NHS Orkney and Orkney Islands Council**
- Establish clarity around remit of the Public Services Commission and how that fits with shared service work in the Highlands and Islands. **Scottish Government – Public Services Reform Division**

**3.2** Locally, the CPP Executive Sub Group and the shared services group in the wider Highlands area have made progress in identifying key shared services options.

For the Argyll and Bute stream, the options identified for scoping are:

<b>Activity</b>	<b>Date for report</b>
Joint management in health and social work	February 2011.
Strategic transportation	Longer term
Landing of air assets and joint fire resources	February 2011
Joint waste management and recycling	February 2011
Joint cleaning, catering and janitorial contracts	February 2011

Joint contact centre services	Longer term
Joint asset management Joint Customer Service Points	February 2011
Joint training provision	Longer term

For the wider Highlands (and beyond) stream, , the options identified for scoping are:

Activity	Date for Report
Joint planning, policy and performance	
Joint management of specialist/advisory teams	
Integrated Resource Framework	
Joint waste management arrangements	
Joint out of hours services	
Joint support teams and improvement projects	
Joint fleet and logistics management	

Scoping reports on all of these will be considered at the next meeting of partners in February 2011.

- 3.3** Progress made locally in relation to joint communications and joint budget planning has included the sharing of budget consultation arrangements, the development of shared communications key messages in relation to the budget situation and the development of a joint communications strategy in line with the wider work of the CPP's community engagement sub group. In addition, partners have agreed to share budget planning and resource/asset mapping information in order to establish shared services opportunities and minimise, where possible, the adverse impacts of potential service cuts on each agency and ultimately on customers.
- 3.4** Whilst the work between partners in Argyll and Bute and the wider Highlands is underway, discussions have also been initiated with partners in other areas to ensure that every possible opportunity for sharing services is investigated. In particular, the council is keeping up to date with progress in relation to the Clyde Valley Review.
- 3.5** Whilst it is clear in Argyll and Bute that discussion is necessary in relation to any impact on jobs as a result of generating shared service savings, there have been concerns raised about the potential loss of jobs in the area as a result of some options. Whilst it is essential to try to stimulate the local economy, it is clear that some services can continue to be successfully delivered to users in this area from outwith this council's geographic boundary. This issue will require further discussion with partners as meaningful shared service savings are unlikely to be achieved unless more radical service changes are examined. Joint management of relatively low cost services or sharing expertise in policy or support services will not, in its own right, add real value in financial terms to the shared service process.

## 4. CONCLUSION

- 4.1** The Executive Sub-Group is progressing in a positive direction on shared services and work is ongoing to ensure that the most suitable options are taken forward. The focus is on a small number of sensible options with high potential impact and savings

rather than a large number of options with low impact and savings. The link to other transformation projects, such as the council's service reviews and modernisation programme will be essential in ensuring that the shared services work complements and supports the Argyll and Bute CPP partners' vision. The Council will be reviewing its support service functions in 2011/12. It is essential that discussions on sharing support services to be carried out in line with this. A further Executive Sub-Group update on shared services activities will be provided in due course.

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