



Report to the Joint Executive Committee

Meeting Date – 9 September 2024

Key Decision – No

Public/Private – Public

Portfolio – Governance and Transformation

Directorate – Resources

Lead Officer – Monitoring Officer (Cumberland)

Title – Inter Authority Agreement: Update Report

Brief Summary:

This report provides an update on progress with the Deed of Variation to the Inter Authority Agreement.

Recommendations:

The Joint Executive Committee is asked to note the report.

1. Background

- 1.1. The Inter Authority Agreement (IAA) was entered into by both authorities on 31st March 2023 as a framework for the operation and oversight of those services which would be hosted by one authority on behalf of the other following reorganisation. Appended to the IAA were a series of Service Schedules setting out the detail for each particular service. This detail included such matters as finance, key performance indicators and the length of the hosting period.
- 1.2. Joint Executive has received updates throughout the last year as to disaggregation or other changes to the hosted services. A number of hosted services have been successfully disaggregated; others are to be hosted for a longer period. In addition, the operation of the hosting arrangements has revealed other aspects which should be changed to better perform the services. This has meant that a Variation is needed to the IAA.
- 1.3. Cumberland Executive on 19th March 2024, and Westmorland and Furness Cabinet on 26th March 2024, considered reports setting out proposed changes to the IAA and both authorities approved those changes and delegated authority to the Monitoring Officers of each authority to enter into a Deed of Variation, following consultation with the respective s151 Officers and relevant Members.
- 1.4. At its last meeting on 30th July 2024, the Joint Executive Committee requested that further information including budget monitoring and an update on the Deed of Variation be brought to the next meeting (9th September 2024). This report therefore, sets out the progress which has been made in preparing the Deed of Variation for execution by both councils.

Work undertaken since March 2024:

- 1.4.1. Fifteen services which had been disaggregated on 31st March 2024 will be removed from the IAA (listed at D in Appendix 2 to this report). Officers in the PMO have prepared revised Service Schedules for the remaining hosted services which will be added to the IAA, replacing the existing ones in the IAA. Both of these changes will be affected via the Deed of Variation.
- 1.4.2. Budgetary implications have been included and this information is set out at Appendix 1.
- 1.4.3. Of the 21 hosted services, four have been signed off by the Senior Responsible Officer and included in the Deed of Variation. Nine have been provisionally agreed but are yet to be signed off by the SRO. The remaining Eight have not yet been agreed.

Work undertaken since July 2024:

- 1.4.4. Of the 21 hosted services, twelve have been signed off by the Senior Responsible Officer ready to be included in the Deed of Variation. Five have been provisionally agreed but are yet to be signed off by the SRO. The remaining four have not yet

been agreed. The position with each Service Schedule is set out at Appendix 2 (A to C).

1.4.5. The SROs responsible for signing off outstanding schedules have been contacted, and Portfolio Holders will be informed.

2. Proposals

2.1. That Joint Executive note the report.

3. Alternative options considered

3.1. Each sovereign authority has authorised the changes to the IAA. This report is for update only and there is no alternative option. Should members have any comments or questions they may raise these with officers.

4. Conclusion and reasons for recommendations

4.1. Joint Executive is asked to note the progress which has been made in preparing the Service Schedules for inclusion in the Deed of Variation and that confirmation will be provided once the Deed of Variation has been executed.

Implications:

Contribution to the Council's Plan Priorities - The proposed changes support the Authorities in working together to provide excellent services and in turn contributing to the visions and ambitions set out in the two Council Plans.

Relevant Risks and explain how risks can be mitigated –

Consultation / Engagement – The revised Service Schedules are being developed in consultation with relevant officers and finance teams.

Legal – The Inter Authority Agreement and the s.113 Agreement, agreed by both Councils in March 2023 are the legal Agreements which govern the discharge of functions and terms upon which they are discharged and staffing arrangements between Cumberland Council and Westmorland and Furness Council. The Local Government Act 1972 (s.101 and s.113) provides that the functions of Local Authorities can be discharged in the manner proposed and the basis and limitations of doing so.

Cumberland Council and Westmorland and Furness Council Legal Services have commissioned external solicitors to assist with the drafting of the Deed of Variation for the Inter Authority Agreement and the s.113 Agreement. The Deed of Variation for the s.113 Agreement was executed by both councils on 2 April 2024. The main terms of the Deed of Variation for the

Inter Authority Agreement have been prepared and it is largely in a form which can be executed, solely subject to the Service Schedules being finalised and signed which remains outstanding as described in this report. It is prudent to effect the changes to the legal Agreements to ensure that the Joint Executive Committee is clear on the services it continues to be responsible for under its Terms of Reference.

Finance – Budgetary implications are included at Appendix 1.

Information Governance – There are no implications arising from this report.

Impact Assessments –

Have you screened the decision for impacts using the Impact Assessment?

If you have not screened the decision using the Impact Assessment, please explain your reason

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Background papers:

Note: in compliance with section 100d of the Local Government Act 1972 the report has been prepared in part from the following papers:

Appendices attached to report:

- Appendix 1: Budgetary Implications
- Appendix 2: Position statements on individual service schedules



Appendix 1: (Schedule 8) hosted service BUDGET FOR 2024/25

Signed shows where the budget has been agreed.

Draft / Provisional means that there are still discussions on what the 24/25 budget should be and this relates to changes to the services, impact of CFRS service changes and impact of 23/24 outturn position on 24/25 estimated costs. The sct 151's from all organisations need to approve any changes to these IAA 24/25 budgets due to the impact on their organisations budget position.

Inter Authority Agreement in relation to Continuing Shared Services and Hosted Contracts (IAA)											
Name of Service 2024/25	Split Basis	Total 23/24	Staffing 24/25	Non staffing 24/25	Income 24/25	Total 24/25	% split Cumberland	% split W&F	Payment from Cumberland Council	Payment from Westmorland and Furness Council	O/S, Draft or Final
Adults Urgent Care Team	Residence_of_service_user	0.963	1.393	0.051		1.444	57%	43%		0.621	Signed
Active Cumbria	population	0.000				0.000	55%	45%		0.000	Signed
Active Travel	population	0.088	0.066	0.029		0.095	55%	45%		0.043	Signed
Adoption	Adoption Bespoke	2.750	1.699	0.971		2.670	56%	44%		1.163	Provisional
Fostering	fostering bespoke	2.602	2.408	0.269		2.677	55%	45%		1.208	Signed
Residential and Edge of Care Homes	split_50_50	4.741	4.622	0.425		5.047	50%	50%		2.524	Provisional
Finance – Core Financial Systems	split_50_50	0.437	0.507	0.011		0.518	50%	50%		0.259	Signed
Finance – Purchase to Pay/Accounts Payable/Account Receivable	split_50_50	0.391	0.518	0.016		0.535	50%	50%		0.267	Signed
Ex County Records Management - operational	split_50_50	0.314	0.359	0.024		0.383	50%	50%		0.191	Provisional
Ex County Records Management - property	split_50_50	0.000		0.122		0.122	50%	50%		0.061	Provisional
Ex County ICT	population	10.862				10.862	55%	45%		4.925	Draft
Human Resources (HR) Payroll Administration: Payroll and HR Administration Services	population	0.439	0.283	0.000		0.283	55%	45%		0.113	Provisional
Registration Service	population	0.654	0.608	0.004		0.612	55%	45%		0.278	Signed

Inter Authority Agreement in relation to Continuing Shared Services and Hosted Contracts (IAA)											
Name of Service 2024/25	Split Basis	Total 23/24	Staffing 24/25	Non staffing 24/25	Income 24/25	Total 24/25	% split Cumberland	% split W&F	Payment from Cumberland Council	Payment from Westmorland and Furness Council	O/S, Draft or Final
-Public Libraries Back Office & Stock Management, and Library Services for Schools (LSS) -Library service for schools	population	0.988	0.229	0.604		0.833	55%	45%		0.378	Signed
	Location_Service_Delivered	0.494	0.361	0.291	(0.072)	0.579	53%	47%		0.271	*This is included within one service schedule
Digital Infrastructure / Connecting Cumbria	population	0.000	0.000	0.000		0.000	55%	43%		0.000	Signed
Archive Service	population	0.794	0.833	0.016		0.849	55%	45%		0.385	Signed
IAA Total: Cumberland Hosted Services						27.508			0.000	12.701	

Inter Authority Agreement in relation to Continuing Shared Services and Hosted Contracts (IAA)											
Name of Service 2024/25	Split Basis	Total 23/24	Staffing	Non staffing	Income	Total	% split Cumberland	% split W&F	Payment from Cumberland Council	Payment from Westmorland and Furness Council	O/S, Draft or Final
Apprenticeship service	split_50_50	0.700	0.360	0.000		0.360	50%	50%	0.180		Draft
Adult learning	split_50_50	0.087	0.270	0.000		0.270	50%	50%	0.135		Draft
Children's services -Emergency Duty Team	split_60_40*	0.565	0.721	0.001		0.722	60%	40%	0.433		Signed
Joint Emergency Management and Resilience (JEMR)	split_50_50	0.428	0.360	0.000		0.360	50%	50%	0.180		Provisional
Schools finance team	Location_Service_Delivered	0.260	0.350	0.000		0.350	53%	47%	0.186		Signed
HR/OD - Occupational health service	population	0.474	0.309	0.183		0.492	55%	45%	0.269		Draft
IAA Total: Westmorland Hosted Services						2.554			1.383	0.000	

Appendix 2: Position Statements in relation to individual Service Schedules

A. Signed Service Schedules:

Name	Host authority	W&F Director	Cumberland Director
Connecting Cumbria - Digital	Cumberland	Angela Jones	Darren Crossley
Active Cumbria	Cumberland	Steph Cordon	Colin Cox
Active Travel for Schools	Cumberland	Steph Cordon	Colin Cox
Adults Urgent Care Team	Cumberland	Cath Whalley	Chris Jones-King
Public Libraries Back Office and Stock Mnt and Library Services for Schools	Cumberland	Steph Cordon	Simon Higgins
Registration Service	Cumberland	Steph Cordon	Simon Higgins
Fostering	Cumberland	Mil Vasic	Martin Birch
Finance – Core Financial Systems	Cumberland	Pam Duke	Simon Higgins
Finance – Purchase to Pay/Accounts Payable/Account Receivable	Cumberland	Pam Duke	Simon Higgins
Archive Service	Cumberland	Steph Cordon	Darren Crossley
Schools finance team	Westmorland and Furness	Pam Duke	Simon Higgins
Childrens services - Emergency Duty Team	Westmorland and Furness	Mil Vasic	Martin Birch

B. Schedules provisionally agreed:

Name	Host authority	W&F Director	Cumberland Director	Comment
Adoption	Cumberland	Milorad Vasic	Martin Birch	Decision regarding RAA to be included in schedule.
Residential and Edge of Care inc EHWB	Cumberland	Milorad Vasic	Martin Birch	With Cumberland SRO for review
Joint Emergency Management and Resilience	W&F	Alison Hatcher	Colin Cox	With SROs for final review
Records Management	Cumberland	Paul Robinson	Simon Higgins	Long-term hosting arrangement agreed
HROD IAA - Payroll and HR Admin services	Cumberland	Paul Robinson	Jo Atkinson	DBS and Recruitment services to be removed following disaggregation

C. Schedules still under review:

Name	Host authority	W&F Director	Cumberland Director	Comment
Adult Learning	W&F	Steph Cordon	Colin Cox	Costs under review
HROD IAA - Apprenticeship Service Team	W&F	Paul Robinson	Jo Atkinson	Costs under review
HROD IAA - Occupational Health	W&F	Paul Robinson	Jo Atkinson	Costs under review
ICT Systems	Cumberland	Paul Robinson	Jo Atkinson	Costs under review

D. Service Schedules to be removed from IAA following disaggregation:

Hosted service	Host authority	Proposed disaggregation date (as per IAA)	Actual disaggregation date (achieved)
Global Resettlement Team	Cumberland	30 September 2023	30 September 2023
School Organisation and Admissions	Westmorland and Furness	30 September 2023	30 September 2023
Customer Service Team (former County Service Centre)	Westmorland and Furness	31 October 2023	31 October 2023
Human Resources / Organisational Development (HR/OD) Centralised Resourcing	Westmorland and Furness	31 March 2025	31 October 2023
HR/OD Pay and Reward and Pension Advisor	Westmorland and Furness	31 March 2025	31 October 2023
HR/OD Organisational Development and Workforce Training	Cumberland	31 March 2025	31 October 2023
Children's Services - Improvement / Quality Assurance	Cumberland	31 March 2024	30 September 2023
Children's Services -Integration and Partnerships	Cumberland	31 March 2024	31 October 2023
Children's Services - Local Authority Designated Officer (LADO)	Cumberland	31 March 2024	31 December 2023
Public Health – Education Infection and Prevention and Control Team	Cumberland	31 March 2024	31 March 2024
Public Libraries – Operational Leadership and Delivery Lead, and Culture and outreach management	Cumberland	31 March 2025	31 March 2024
Former county HR/OD – Social Work Academy	Cumberland	31 March 2025	31 March 2024
Independent Placement Team (Commissioning)	Westmorland and Furness	No date stated	31 March 2024
Finance – former county Insurance Team	Westmorland and Furness	31 March 2024	31 March 2024
Digital Innovation and Customer Experience	Westmorland and Furness	30 September 2024	3March 2024
Economic Programmes - Accountable Body Assurance	Westmorland and Furness	31 March 2024	31 March 2024
Human Resources (HR) Payroll Administration: Recruitment and DBS	Cumberland	31 March 2025	30 April 2024

Family Information Service

Cumberland

31 July 2024

31 July 2024