

**RECORD OF EXERCISE OF DELEGATED AUTHORITY BY OFFICER PURSUANT TO
REGULATION 13 OF THE LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS)
(MEETINGS AND ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012 &
THE OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS 2014**

| | |
|--|---|
| <u>SUBJECT OF DECISION</u> | |
| Procurement Shared Service between Nuneaton and Bedworth Borough Council and Rugby Borough Council. Signing a refreshed Memorandum of Agreement (MoA). | |
| <u>DECISION REFERENCE</u> | <u>SOURCE OF AUTHORITY AND REFERENCE</u> (i.e. Committee/ Constitution/Minute No. etc.) |
| DO/55/2025 (MW) | 3D.2 b) Invite and accept tenders or quotations for contracts, subject to contract standing orders, financial standing orders, financial regulations and financial instructions. Cabinet 19 th February 2025 – CB91 - CB91 General Fund Budget 2025/26 & Full Council 19 th February 2025 - CL56 Recommendations from Cabinet and Other Committees - vi) General Fund Revenue Budget 2025/26 |
| <u>DATE OF DECISION</u> | <u>DECISION MAKER</u> (Name and Job Title) |
| 13/10/2025 |  Matthew Wallbank – Assistant Director – Democracy and Governance. |
| <u>RECORD OF THE DECISION</u> | |
| a) The issue | |
| Procurement Shared Service between Nuneaton and Bedworth Borough Council and Rugby Borough Council. | |
| 1 st April 2024 until a party resigns or terminates the Shared Service Agreement (titled Memorandum of Agreement (MoA)). | |
| The Shared Service has been operating for over 10 years with Nuneaton and Bedworth Borough Council (NBBC) acting as the lead for provision of a strategic procurement function. | |
| b) The Decision | |
| To sign the MoA with Rugby Borough Council to be effective from 1 st April 2024 following updates to the Shared Service and additional provision to support Rugby Borough Council longer term. For the avoidance of doubt, it is 1 st April 2024 due to delay on Rugby Borough Council's part. | |

REASON FOR THE DECISION

To pool resources, achieve economies of scale and provide additional income and revenue for NBBC.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED IN MAKING THE DECISION

To pull away from the Shared Service – this would reduce income and revenue (circa £53k) which in turn would increase expenditure on NBBC to continue with the same team size. This in turn results in redundancy costs and reduced collaboration opportunities between NBBC & RBC reducing opportunities for shared savings.

WARD RELEVANCE

None directly.

FINANCIAL AND BUDGET IMPLICATIONS

The income and revenue has been built into the budget since the Shared Service commenced, circa 10 years ago.

CONSULTATION UNDERTAKEN WITH MEMBERS/OFFICERS

Strategic Director – Corporate Resources
Equality & Safeguarding Officer
Cabinet Member - Resources and Central Services

ANY CONFLICT OF INTEREST DECLARED BY ANY MEMBER CONSULTED

None.

IN RESPECT OF ANY DECLARED CONFLICT BY A CABINET MEMBER, ANY DISPENSATION GIVEN BY THE HEAD OF PAID SERVICE (Note if the decision is a non-executive decision, no dispensation can be given).

Not applicable

EQUALITIES IMPLICATIONS (including any Equality Impact Assessment)

None identified following review by the officer.

HUMAN RESOURCES IMPLICATIONS

None.

The team is resourced in a way to be able to provide the strategic advice and support to Rugby Borough Council. Should the MoA be terminated at some stage in the future (of which 12 months notice is required as per the MoA), redundancy costs could be likely. There is however, no suggestion from RBC they wish for this to be a short term matter. The signing of a new and revised MoA increases expenditure and income for NBBC, highlighting RBC's longer term commitment.

| |
|---|
| <p><u>FINANCIAL IMPLICATIONS</u></p> <p>See Financial and Budget implications section above.</p> |
| <p><u>HEALTH EQUALITIES IMPLICATIONS</u></p> <p>None directly.</p> |
| <p><u>SECTION 17 CRIME & DISORDER IMPLICATIONS</u></p> <p>None directly.</p> |
| <p><u>RISK MANAGEMENT IMPLICATIONS</u></p> <p>The Council will be required to comply with the MoA. Whilst Local Government Reorganisation is occurring, whilst we are not yet clear on the outcome of decision for Warwickshire, whatever the decision, this agreement will need to be considered and managed as part of the harmonisation process, but at this stage, the Council should act in a Business as usual capacity.</p> |
| <p><u>SME (SMALL/MEDIUM ENTERPRISES) & LOCAL ECONOMY IMPLICATIONS</u></p> <p>None directly.</p> |
| <p><u>ENVIRONMENTAL IMPLICATIONS</u></p> <p>None directly.</p> |
| <p><u>LEGAL IMPLICATIONS</u></p> <p>None directly other than noting the MoA covers the legal obligations for both parties and is viable in accordance with the Local Authorities (Goods and Services) Act 1970.</p> |
| <p><u>ANY OTHER COMMENTS</u></p> <p>Not applicable.</p> |

PLEASE RETURN TO THE MONITORING OFFICER AS SOON AS A DECISION IS MADE OR AS REASONABLY PRACTICABLE THEREAFTER