

## The Executive – 5 December 2018

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Minutes of the meeting of **The Executive** held on **5 December 2018** when there were present:-

Chairman: Cllr T G Cutmore  
Vice Chairman: Cllr M J Steptoe

Cllr G J Ioannou  
Cllr Mrs C E Roe  
Cllr S P Smith

Cllr I H Ward  
Cllr M J Webb  
Cllr A L Williams

### OFFICERS PRESENT

|                 |   |
|-----------------|---|
| S Scrutton      | - Managing Director                       |
| A Hutchings     | - Strategic Director                      |
| A Law           | - Monitoring Officer                      |
| J Bostock       | - Assistant Director, Democratic Services |
| M Harwood-White | - Assistant Director, Commercial Services |

### 236 MINUTES

The Minutes of the meeting held on 7 November 2018 were approved as a correct record and signed by the Chairman.

### 237 COUNCIL PROJECT PROGRAMME MANAGEMENT OFFICE

The Executive received the report of the Strategic Director on the latest version of the Project Management Office Dashboard.

In response to questions on the ICT Project the Strategic Director advised that:-

- Subject to a cost benefit analysis, the health check of ICT resilience may point to there being a business case for migrating to the Azure Cloud more quickly than originally anticipated. The analysis outcome would be brought to the Executive in the first instance.
- Staff are kept up to date on the status of and work being undertaken to address ICT service issues. Approximately 50-60% of staff will be onsite at any one time. The Directors and Assistant Directors walk the floor and a blog is utilised.

During discussion reference was made to the importance of mechanisms that ensure all staff are kept informed. Recent ICT failures pointed to the value of the prompt investigation of cause to remove the likelihood of similar re-occurrence, particularly give the possible impact on reputation.

It was noted that a duplicate switch was now available and that the domain controller was in the Azure Cloud. The intention is to ensure that all staff are moved to the Microsoft 365 platform as soon as is practicable, with an

associated telephony related ambition that Skype for Business is introduced. On 21 December 2018 there will be a show case for all staff highlighting the facilities that 365 will bring.

During discussion of the Homelessness Project it was recognised that the active buy-to-let market, often referred to by the media in South Essex, can be a factor in fuelling homelessness and that the Council's role in encouraging a pipeline of new properties that includes social housing provision was important to addressing the situation.

### **Resolved**

That the contacts of the Project Programme Management Office report be noted.

### **238 ADVICE SERVICES CONTRACT 2019-22**

The Portfolio Holder for Community presented the report on the Advice Services contract for 2019-22.

It was recognised that, as the current provider, Citizens Advice Rochford and Rayleigh was providing an excellent level of service at good value that reflected well on the Authority.

### **Recommended to Council**

That the advice services contract 2019-22 be awarded to Citizens Advice Rochford and Rayleigh.

### **239 LEISURE SERVICE PROVISION**

The Executive received the report of the Assistant Director, Commercial Services on future leisure service provision.

The ambition to see what the market can deliver and the introduction of a long lead in time to ensure all factors are considered was endorsed. Specific reference was made to the value of being aware that options under review as part of an assessment process can sometimes be misinterpreted by observers as a finalised approach in relation to a contract. Careful management of this aspect would be important.

### **Resolved**

That, in consultation with the Portfolio Holder for Community and the Portfolio Holder for Enterprise, further work be undertaken by officers to explore options for future leisure provision, following the expiration of the contract with Fusion Lifestyle.

### 240 CHANGES TO THE CONSITUTION OF THE POLICE, FIRE AND CRIME PANEL

The Executive considered the report of the Monitoring Officer on Police, Fire and Crime Panel arrangements that take effect from 1 February 2019.

#### Resolved

- (1) That the Police, Fire and Crime Panel arrangements, as appended to the report, to take effect from 1 February 2019, be agreed.
- (2) That it be noted that the rules of procedure in the Appendix to the report will be adopted by the Police, Fire and Crime Panel and do not form part of the Police, Fire and Crime Panel arrangements.

The meeting closed at 8.15 pm.

Chairman .....

Date .....

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