

## The Executive – 5 June 2019

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Minutes of the meeting of **The Executive** held on **5 June 2019** when there were present:-

Chairman: Cllr M J Steptoe  
Vice Chairman: Cllr Mrs C E Roe

Cllr D S Efde  
Cllr G J Ioannou  
Cllr S P Smith

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

### NON-MEMBERS ATTENDING

Cllr Mrs L Shaw

### OFFICERS PRESENT

S Scrutton - Managing Director  
A Hutchings - Strategic Director  
N Lucas - Section 151 Officer  
M Hotten - Assistant Director, Place and Environment  
M Power - Democratic Services Officer

### 112 MINUTES

The Minutes of the meeting held on 3 April 2019 were agreed as a correct record and signed by the Chairman.

### 113 'ONE REVENUES AND BENEFITS CLOUD SERVICE' CONTRACT AWARD

The Executive considered the report of the Section 151 Officer on the award of a new five-year contract for the 'One Revenues and Benefits Cloud Service' Contract Award.

The Portfolio Holder for Finance commented that the cost of the contract represented approximately only 0.2% of the £76 million the Council processes each year.

In response to a Member question, the Section 151 Officer advised that there was no break clause in the contract. The contractor, Capita, was not willing to host the contract in any cloud system other than its own. Capita could manage the different local authority systems in a consistent way if they existed in the same cloud environment.

By moving to a fully managed cloud service, there would be considerable savings in the time currently spent by staff in maintaining the system and running some of the processes themselves. This would free up staff to focus on providing residents with an efficient Revenues and Benefits service.

### Resolved

- (1) That a new five-year contract to Capita Business Services for 'One Revenues and Benefits Cloud Service' (encompassing the provision of Academy software), which is required to carry out the Council's core Revenues and Benefits services, with an immediate start date, be awarded.
- (2) That the decision be not subject to call-in due to the immediate business need to start the discovery and transition phase in summer 2019 in order to migrate the system in September 2019, ahead of the start of the annual billing process for 2020/21. (S151O)

### 114 BANKING CONTRACT

The Executive considered the report of the Section 151 Officer on the award of a new five-year contract for the Council's banking services.

The Portfolio Holder for Finance pointed out that the estimated cost of the contract was equivalent to approximately 0.025% of the Council's money handling activities and that many of the District's residents and businesses were served via this contract.

The reason that Lloyds Bank was the only bidder for the contract was unknown; however, it was likely that, as the incumbent contractor, and having expertise in providing banking services to local authorities, it viewed the contract as a more attractive prospect than might other banks.

### Resolved

That the award of a new five-year contract for Rochford District Council's banking services to Lloyds Bank from 1 August 2019 be agreed. (S151O)

### 115 PROVISIONAL FINANCIAL OUTTURN 2018/19

The Executive considered the report of the Section 151 Officer on the Provisional Financial Outturn 2018/19.

The Section 151 Officer pointed out that the overall variance of approximately £700,000 was in line with the forecasts during the year. There had been a significant underspend on salaries in 2018/19 due to the unexpected volume of staff vacancies; this same underspend would not be seen in the current financial year. The request for budgets to be carried forward to reserves was mainly in respect of specific projects or grant funded items. The grant received for the Air Quality project would be spent in 2019/20 financial year.

### Resolved

- (1) That the provisional outturn position against the 2018/19 revenue budget, as contained in paragraphs 2.1 and 2.2 of the report, be noted.
- (2) That it be noted that the Council's 2018/19 Statement of Accounts will be subject to audit by external auditors Ernst and Young (to be reported to Audit Committee on 30 July 2019); it is therefore possible that changes may be made to the accounts during this period which could alter the position presented within this report.
- (3) That the transfer to earmarked reserves of £89,120 for the specific expenditure items detailed in Appendix 1 to the report be approved.
- (4) That the transfer from earmarked reserves of £370,622, set out in paragraph 2.5 (non-service specific expenditure), be approved.
- (5) That a net £191,697 of revenue carry forward requests, comprising £256,697 of carry forwards as set out in Appendix 3 of the report, partly offset by a £65,000 drawdown from the Local Development Fund reserve to help fund the IFRS15 technical accounting adjustment set out in paragraph 2.5 of the report (non-service specific expenditure), be approved.
- (6) That £561,239 of revenue grant funded carry forward requests, as set out in Appendix 3 of the report, be approved.
- (7) That the earmarked reserves closing balance as at 31 March 2019, including those rolled forward as grant funded and ring-fenced projects as per Appendix 1 of the report, be noted and approved.
- (8) That the final outturn capital position against the 2018/19 capital budget, as contained in paragraph 2.6 and 2.7 and as shown in Appendix 2 of the report, be noted.
- (9) That £1,371,801 of capital project carry forwards for those schemes deemed outstanding at the end of 2018/19 into 2019/20 for completion, as contained in paragraphs 2.6 and 2.7 of the report and as shown in Appendix 2, be approved.
- (10) That the final 2018/19 position on the Council's key performance indicators, as shown in Appendix 4 of the report, be noted. (S151O)

### 116 PLAY SPACES IMPROVEMENT PROGRAMME

The Executive considered the report of the Assistant Director, Place and Environment on the Play Spaces Improvement Programme.

A Member requested that the scale of investment in the programme be widely publicised, as the schemes would benefit all wards in the District. The Portfolio Holder would look into this.

In response to a request that consideration be given to allocating some of the funding to those charities in the District with land open to the public that had play equipment, the Portfolio Holder felt that District Council schemes should have priority and that there were other funding streams that charities could access.

It was confirmed that some wards were considering the provision of outside gym equipment for adults.

The Portfolio Holder for Environment would consider requests from Ward Members for the provision of schemes in their wards.

### **Resolved**

- (1) That the allocated 2019/20 capital budget for play space improvements of £658,000 be spent as set out in Appendix 2 of the report; to supplement 2018/19 council budgets carried forward and external contributions.
- (2) That authority be delegated to the Assistant Director, Place & Environment, in consultation with the Portfolio Holder for Environment, to award contracts for the delivery of the Play Spaces Improvement Programme.
- (3) That authority be delegated to the Assistant Director, Place & Environment, in consultation with the Portfolio Holder for Environment, to seek and secure appropriate match-funding to assist in the delivery of the Play Spaces Improvement Programme. (AD-P&E)

The meeting closed at 8 pm.

Chairman .....

Date .....

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