

Review Committee – 11 June 2019

Minutes of the meeting of the **Review Committee** held on **11 June 2019** when there were present:-

Chairman: Cllr J C Burton
Vice-Chairman: Cllr D J Sperring

Cllr C C Cannell
Cllr Mrs T L Carter
Cllr T G Cutmore
Cllr B T Hazlewood
Cllr Mrs D Hoy
Cllr M Hoy

Cllr Mrs J E McPherson
Cllr Mrs C A Pavelin
Cllr Mrs L Shaw
Cllr P J Shaw
Cllr S E Wootton

VISITING MEMBER

Cllr M J Steptoe

APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs R Milne and T E Mountain

SUBSTITUTES

Cllr Mrs J R Gooding for Cllr R Milne
Cllr Mrs C M Mason for Cllr T E Mountain

OFFICERS PRESENT

S Scrutton - Managing Director
P Gowers - Overview and Scrutiny Officer
M Power - Democratic Services Officer

117 MINUTES

The Minutes of the meeting held on 2 April 2019 were agreed as a correct record and signed by the Chairman.

118 LEADER OF THE COUNCIL

The Leader of the Council, Cllr M J Steptoe, addressed the Committee and suggested areas that the Committee might like to review in terms of possible policy changes that could improve/develop the Council's offering. He advised that his aim was to make the Council more proactive and inclusive.

- Mention was made of the Rochford 2020 programme.
- The Council's asset strategy review. There already existed a working group of the Investment Board; however, the Committee might want to take the opportunity to look at the environmental performance of the Freight House

redevelopment scheme.

- The Committee might want to look at the Council's role as a member of the Association of South Essex Local Authorities and the emerging SE2050 Programme.
- The Council's Emergency Plan.
- Car parking: The Leader was working with the Portfolio Holder for Environment to look at the Council's car parks, in terms of how well they are run and whether they are providing the best service for residents, the right type/size of spaces, etc.
- The Green Agenda could be a topic for review in terms of how green the Council is in its own operation, how it could be improved and how businesses in the District could be encouraged to become greener. Areas that could be considered were the source of the Council's electrical supply and how developers could be encouraged to use grey water systems in new developments.

In response to a Member suggestion that green measures on new buildings be a requirement under the planning process, Members were advised that these technical aspects come under Building Regulations and cannot be added as planning conditions. The Council's planning policies, however, seek to implement high environmental performance for new dwellings and commercial buildings.

119 REVIEW OF THE ICT CONTRACT

The Committee considered the report of the ICT working group informing Members of the team's progress.

In response to questions, the following was noted:-

- The on-site engineer employed under the previous contract had left Capita's employment to work elsewhere prior to transfer of the contract.
- The overall cost to the Council for Bytes for the Azure Cloud usage could be reviewed by the working group.
- The provision of an infrastructure audit would continue to be monitored by the working group.

Written answers would be circulated to the Committee in respect of the following Member questions:-

- The number of staff who had now been migrated to Office 365. It was noted that not all staff had been transferred to Office 365 because of a dependency between office systems and certain software packages.

- Had the Council been compensated by Eduserve following the catastrophic electrical failure within Eduserv's data centre in August 2018?
- Why had the 'One Revenues and Benefits Cloud Service' Contract Award decision to the Executive been an urgent decision not subject to call-in when it had been reported to the working group meeting on 5 October 2018, and possibly to its July meeting, that the Academy system could not be migrated to the azure cloud?

Resolved

- (1) That the working group continue to monitor the migration and associated costs to completion.
- (2) That, in order to have some capacity for the forthcoming IT changes, the working group attached to the asset delivery and transformation project should take on responsibility to monitor the ICT post migration to make sure that the two projects are connected.

120 OVERALL WORK PROGRAMME AND METHODOLOGY

The Committee deliberated on a number of topics to be considered for the 2019/20 programme.

It was noted that the following were compulsory Agenda items for the Committee: Review of Treasury Management reports (July, December and January meetings of the Committee); the Community Safety Partnership (March meeting), the Council's use of Regulation of Investigatory Powers Act 2000 (RIPA) (October meeting) and annual review of the Constitution (March meeting).

The 2020 programme. The Committee decided that there was insufficient time in which to undertake a review of this project, arrangements for which were already well advanced.

The Committee agreed that the ICT working group should be reformed. Membership would be Cllrs C M Stanley, R Milne, J E Newport and C G Cannell (subject to his availability). The Group's membership would be finalised at the Committee's July meeting.

It was agreed that the following reviews would be undertaken by the Committee:

- Grass cutting and management of open spaces in new developments. An initial report would be submitted to the Committee on this topic.
- Off-street parking – provision and facilities. A report would be submitted to the Committee later in the year, after the initial review had been

undertaken by the Leader and Portfolio Holder.

- Animal welfare strategy. It was noted that when the new animal welfare legislation is in force, a briefing note would be issued, and Member training provided later in the year. A review could be undertaken by the Committee later in the year if appropriate.
- Green agenda – this would be broken down into smaller reviews, starting with the Council's use of single-use plastics. A report would be submitted to the Committee on this topic, after which the Committee could consider undertaking reviews of other areas of the green agenda.
- The Asset Strategy in terms of the green agenda and how the redevelopment of the Freight House scheme impacts on the Council's carbon footprint.
- The Emergency Plan – there would be an officer report on this to a meeting of the Committee.
- Recycling and Waste. It was agreed that there would be a report to the Committee, after which the Committee could decide whether to investigate this further.

121 KEY DECISIONS DOCUMENT

The Committee considered the Key Decisions Document and noted its contents. Following a Member request, it was agreed that, going forward, the document would include the edition number and date.

The meeting closed at 9.07 pm.

Chairman

Date

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