

Partnerships and Corporate Organisation Overview Management Policy and Scrutiny Panel	
Steering/Working Group Activity, Progress and Outcome Report	
Title	ICT Scrutiny Steering Group
Membership	Councillors: Geoff Richardson, John Cato, Peter Crew Officers: Mike Riggall, Stuart Anstead, Simone Woolley (as required)
Purpose	To meet as required to a) maintain a forward view of council ICT arrangements and b) consider any issues arising
Report	<p>Matters considered by the group to date:</p> <ul style="list-style-type: none"> • ICT Strategy – whilst Council ICT had developed rapidly over the past 18 months, the need for further improvements had been recognised. Forward planning was looking at the capital planning sequence until 2026, with a 3 year forward view on capital spend. Following a discussion on the various ICT systems in current use across council services, members asked for this to be mapped on a single page for discussion at the next meeting. Members also spoke about data quality given that this is largely to a good standard within acknowledged systems but could be more problematic when considering unstructured information and how that is stored and retained. • Members' ICT - it was agreed that any thematic issues should be channelled through this working group. Cllr Crew agreed to contact members who were persistently having problems with their iPads and arranged a support session at the Town Hall earlier in October. A review of ICT equipment for members was timely, particularly given that ModernGov implementation had broken the reliance on iPads that had been incumbent from previously used meetings platforms. • ModernGov – this was at an early stage of implementation, and members agreed the value of early useability evaluations to monitor progress. A review of other functionality will be undertaken.

	<ul style="list-style-type: none"> Agilisys contract – members considered the timetable outline and agreed to review a high level options appraisal at their next meeting. <p>The next meeting will review cyber/data security as a priority issue.</p>
Title	Financial Management Scrutiny Steering Group
Membership	Councillors: Geoff Richardson, Peter Crew Officers: Amy Webb, Melanie Watts
Purpose	Financial planning – forward engagement in the rolling financial planning programme and budget setting process
Report	<p>The group has met to consider an MTFP update, including resource and spending assumptions, along with potential and emerging pressures and risks. The approach to closing the budget gap focused on transformation rather than cuts to front line services. The group supported the development of an engagement plan to support both internal and public engagement with positive messaging for service cuts/reviews.</p> <p>PCOM hosted a budget scrutiny session in December for all Councillors</p>
Title	Accommodation Strategy Scrutiny Working Group
Membership	Councillors: Geoff Richardson, Stuart McQuillan, Peter Crew, John Cato, Robert Payne Officers: Amy Webb, Alex Hearn, Jenny Ford
Purpose	<p>To scrutinise development of the Accommodation Strategy which considers the following:</p> <ul style="list-style-type: none"> The development of a strategic framework setting core principles for the future use and management of the council's assets to enable the successful delivery of council services The Council's own ways of working and use of office accommodation

	<ul style="list-style-type: none"> The investment, divestment or disposal for our potential development sites, including legal and financial advice on delivery mechanism
Report	<p>The Panel has hosted several sessions, some of which were extended to include all councillors to maximise engagement with the strategy.</p> <p>The working group met in October to consider a progress update and the phased timeline.</p> <ol style="list-style-type: none"> July-Oct 2021 – concept design (space planning) – developing a vision: staff survey completed to help shape workstyle development – mobile, flexible, fixed. Workstyles may evolve and will also take personal circumstances into account. The relevant policies and strategies such as homeworking, flexible working and ICT have also been reviewed, along with the development of toolkits and guidance for staff Oct-Dec 2021 – feasibility and definition Jan-Sept 2022 - design delivery Sept-Oct 2022 – completion of Town Hall refurbishment and exit from Castlewood <p>Members remain reassured by the extensive internal communication and engagement work with staff to identify workstyles, capture teams specific space requirements and capture feedback, supported by clear and regular messaging to staff throughout.</p> <p>There was more detailed discussion as to concept design and the flexible working models, to which members were supportive. Carbon issues remained fundamental to the scoping of the district wide picture to deliver services</p>
Title	Public Participation in meetings
Membership	Councillors: Geoff Richardson, John Cato Officers: Nick Brain, Sue Efford, Philippa Penney
Purpose	This piece of work was to respond to the points raised by public speakers at the most recent call-in meeting about public participation and to review any areas for improvement.

Report	<p>The main areas for review were grouped as follows:</p> <ul style="list-style-type: none">• NSC website navigation and terminology• Public speaking arrangements• Publication of reports and minutes <p>The is an ongoing piece of work which will report its conclusions to a future Panel meeting.</p>
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