

# STEVENAGE BOROUGH COUNCIL

## JOINT INFORMATION COMMUNICATION TECHNOLOGY COMMITTEE MINUTES

**Date: Monday, 2 October 2023**

**Time: 6.00pm**

**Place: Council Chamber, Daneshill House, Danestrete, Stevenage**

**Present:** Stevenage Borough Council - Councillors Loraine Rossati (Chair) and Jeannette Thomas.  
East Herts Council – Councillors Joseph Dumont (Vice-Chair) and Ben Crystall.

**Start / End Time:** Start Time: 6.00pm  
End Time: 6.32pm

### **1 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST**

Apologies for absence were submitted on behalf of Councillors Richard Henry (Stevenage Borough Council) and Vicky Glover-Ward (East Herts Council).

### **2 MINUTES - 29 JUNE 2023**

It was **RESOLVED** that the Minutes of the meeting of the Joint Committee held on 29 June 2023 be approved as a correct record and signed by the Chair.

### **3 REVIEW OF SHARED ICT SERVICE RESOURCING (SOCITM REPORT)**

The Joint Committee considered the report of the Assistant Director and Chief Technology Officer which set out the background to the review of the Shared ICT Service carried out by the Society for Innovation, Technology and Modernisation (SOCITM), together with SOCITM's recommended structure and costs for the future of the Shared ICT Service.

The SBC Strategic Director (Clare Fletcher) introduced the item and stated that the report sought to address resourcing and capacity issues which had in the past resulted in the Shared ICT Service struggling to meet demand, both in relation to the base workload and in specific transformation projects. She hoped that the proposals contained in the report, if approved, and the Service reaching a fully staffed capacity, would provide opportunities for cost savings in future years.

The Assistant Director and Chief Technology Officer outlined the three potential options that had been identified by SOCITM in its review report, namely:

Option 1: Core roles – this option enhanced the ability to carry out business-as-usual operations, but did not meet the capacity required for the transformation needs of both Councils;

Option 2: Enhanced Service – this was the recommended option and allowed the two Councils to carry out regular business operations and provided sufficient capacity for any transformational needs; and

Option 3: Optimal Model – this option would require significant additional investment, but it would not be possible to make use of the extra capacity or analyse its benefits as it would require significant time to make such a large change to optimise the additional data capabilities.

The SBC Strategic Director (CF) advised that, should the Joint Committee approve the recommendations in the report, the proposals would form part of the 2024/25 budget-making process for each Council, for consideration in January/February 2024. If the proposals were approved by both Councils then implementation would commence in 2024/25, with an anticipated completion date by April 2026.

The Joint Committee supported Option 2 and the related recommendations set out in the report.

It was **RESOLVED**:

1. That SOCITM Advisory Option Two (Enhanced Service) set out in the report, as phased over the next two years, be recommended for approval.
2. That it be noted that the implementation of Option Two (Enhanced Service) is scheduled to begin in the financial year of 2024/2025 with complete implementation of Option Two by 1 April 2026.
3. That it be noted that, to ensure both Councils see a return on investment, the Joint ICT Committee will review each implementation phase to ensure that it adds value and that the next phase is still relevant.
4. That the investment in the Shared ICT Service be recommended to both Councils on the proviso that this is an investment to save and that each Council will realise significant savings from the Shared Service after a two-year implementation period, as set out in Paragraph 4.16 of the report.
5. That the Joint ICT Committee oversees the programme of cost reductions, as set out in Paragraph 4.16 of the report.

#### **4 URGENT PART I BUSINESS**

None.

#### **5 EXCLUSION OF PRESS AND PUBLIC**

It was **RESOLVED**:

1. That under Section 100A of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as

described in Paragraphs 1 – 7 of Part 1 of Schedule 12A of the Act as amended by Local Government (Access to Information) (Variation) Order 2006.

2. That the reasons for the following reports being in Part II were accepted, and that the exemption from disclosure of the information contained therein outweighs the public interest in disclosure.

## **6 PART II MINUTES - 29 JUNE 2023**

It was **RESOLVED** that the Part II Minutes of the meeting of the Joint Committee held on 29 June 2023 be approved as a correct record and signed by the Chair.

## **7 SHARED ICT SERVICE DASHBOARD**

The Assistant Director and Chief Technology Officer presented the Shared ICT Service Performance Dashboard for April to August 2023.

The Assistant Director and Chief Technology Officer answered a number of Members' questions regarding the report. He also agreed to investigate a number of issues raised and to consider the possible refinement of the Dashboard for submission to future meetings.

It was **RESOLVED** that the information contained in the Shared ICT Service Performance Dashboard for April to August 2023 be noted.

## **8 URGENT PART II BUSINESS**

None.

## **CHAIR**