

Minutes of a Meeting of the Executive Board held in The Hub, Mareham Road, Horncastle, Lincolnshire LN9 6PH on Wednesday, 22nd March, 2023 at 6.00 pm.

PRESENT

Councillor Graham Marsh  
(Vice Chairman in the Chair)

Councillors Tom Ashton, Sarah Devereux, Martin Foster, Richard Fry, William Gray and Steve Kirk.

Councillor Fiona M. Martin, M.B.E. attended the Meeting as an Observer.

Councillor Ros Jackson observed remotely.

OFFICERS IN ATTENDANCE:

Robert Barlow	- Joint Chief Executive
Michelle Sacks	- Deputy Chief Executive, Growth
Adrian Sibley	- Deputy Chief Executive, Programme Delivery and SIRO
Andy Fisher	- Assistant Director - General Fund Assets
James Gilbert	- Assistant Director - Corporate
Ann Good	- Democratic Services Manager
Elaine Speed	- Senior Democratic Services Officer and Civic Officer

OFFICERS ATTENDING REMOTELY:

Jon Burgess	Economic Development Manager
Samantha Knowles	Assistant Director, Finance and Deputy S151 Office
Lydia Rusling	Assistant Director - Economic Growth

**81. APOLOGIES FOR ABSENCE:**

Apologies for absence were received from Councillors Adam Grist and Craig Leyland.

**82. DISCLOSURE OF INTERESTS (IF ANY):**

Councillor Richard Fry advised that he was a Director of Public Sector Partnership Services Ltd and would not take part in discussion or voting on item 9, Proposed Transfer of Procurement and Contracts Function to Public Sector Partnerships Services Ltd, Procurement and Contract Team.

**83. MINUTES:**

The Open and Exempt Minutes of the Meeting held on 15th February 2023 were signed and confirmed as a correct record.

**84. ACTION SHEETS:**

The Actions following the Meeting held on 15th February 2023 were confirmed as complete.

**85. SOUTH & EAST LINCOLNSHIRE COUNCILS PARTNERSHIP ASSET MANAGEMENT STRATEGY 2023 - 2028:**

In his introduction to the report the Portfolio Holder for Finance referred to each member of the South and East Lincolnshire Council Partnership (SELCP) being responsible for delivering a wide range of public services with each playing a key role in community leadership and setting out their priorities within their respective Corporate Plans.

The report detailed the requirement for a clear framework for understanding the 'value' and condition of land and property, to ensure the maximum value from the respective general fund asset portfolios. It was noted that the size and diversity of each Council's Portfolio varied significantly due to pressures on finances and adopting a realistic view on retention and disposal, assets must be considered strategically in line with each Council's priorities and resources.

Appendix 1 to the report detailed a draft South and East Lincolnshire Councils Partnership Asset Management Strategy 2023 – 2028 updated to include all comments made by each Council's respective scrutiny body.

During discussion Members supported the recommendations.

RESOLVED

That the draft South and East Lincolnshire Councils Partnership Asset Management Strategy 2023 – 2028 attached at Appendix 1 be endorsed and recommended to Council for adoption.

Reason:

Developing and adopting a partnership wide Asset Strategy is a key action prescribed in the Partnership's 2022/23 work plan. The draft at Appendix 1, with a very minor amendment included as a consequence of scrutiny at Boston, was referred to Executive Board by Overview on 24 January 2023.

Other options:

None.

**86. PERFORMANCE AND GOVERNANCE FRAMEWORK - QUARTER 3 MONITORING REPORT 2022-23:**

A report was presented that enabled consideration of the Quarter 3 Monitoring Report 2022/23.

During discussion the Vice Chairman of Executive Board advised that Portfolio Holders would review information relating to their services and extended his congratulations on the good work evidenced.

RESOLVED

That the performance and risk information contained within the Quarter 3 Monitoring Report 2022/23 be noted.

Reason:

To monitor delivery of performance and governance objectives and to support future planning and decision making within the Council.

Other options:

Alternative reporting arrangements

**87. SOUTH & EAST LINCOLNSHIRE COUNCILS PARTNERSHIP - DIGITAL STRATEGY AND ICT ROADMAP:**

A report was presented to enable consideration of a shared Digital Strategy and ICT Roadmap for the South & East Lincolnshire Council's Partnership to provide direction of travel for future Digital/ICT developments.

During his introduction the Portfolio Holder for Community Safety, Leisure and Culture and Carbon Reduction highlighted when the South & East Lincolnshire Councils Partnership was formed, the Business Case approved by each Council identified key areas of activity to be taken forward to facilitate the Partnership ambitions in relation to improved services to communities and greater service efficiency.

This report brought forward a Digital Strategy and ICT Roadmap (Appendix A) for the South & East Lincolnshire Councils Partnership. This Strategy would replace existing ICT/Digital Strategies in each Partnership Council.

The implementation of a shared Digital Strategy and ICT Roadmap was one of the identified top 10 priorities for the Partnership in the approved work programme.

The Strategy had been reviewed by a Partnership Scrutiny Task Group. The findings and recommendations from that Task Group were appended to the report at Appendix B. The Portfolio Holder extended his thanks to those involved in the joint scrutiny work and was pleased to report that all recommendations from that work had been accepted by the Portfolio Holders and were detailed at paragraph 2.5 of the report.

Ongoing development/investment in Digital and ICT – in an ordered way – would ensure the Councils maximised the benefits of technology to deliver services and improve service efficiency.

RESOLVED

1. That the South & East Lincolnshire Councils Partnership Digital Strategy and ICT Roadmap at Appendix A be approved;
2. That the findings of the Joint Scrutiny Task Group (Appendix B) be noted.

Reasons:

For the Councils to maximise the benefits of Digital/ICT in driving efficiency and better serving residents, a shared Digital Strategy for the Partnership, supported by an ICT Roadmap, is required to set out the approach to be taken to future system alignment, investment and development. The Partnership is in a fortunate position in that Public Sector Partnership Services (PSPS) is the Digital/ICT provider to each of the three Councils. A shared Strategy for the Partnership (and PSPS) will benefit PSPS by enabling the company to better plan and deploy resources to focus on common Digital/ICT priorities that support the Partnership's ambition rather than there being competing priorities from individual Councils.

Other options:

Do nothing – each Council continuing to have its own approach to Digital/ICT is possible but wouldn't be in line with the approved Partnership Business Case. Digital/ICT is a key 'enabler' to achieve much of the ambition set out in the Business Case and is identified as an action in both the Work Programme and Annual Delivery Plan (both of which have been approved by Council).

**88. PROPOSED TRANSFER OF PROCUREMENT AND CONTRACTS FUNCTION TO PUBLIC SECTOR PARTNERSHIP SERVICE LTD. PROCUREMENT AND CONTRACT TEAM:**

N.B. Councillor Fry declared that he was a Director of Public Sector Partnership Services Ltd and would withdraw from discussion and voting thereon.

The report was consequently presented by the Portfolio Holder for Better Ageing. This report enabled consideration of an alternative option for the future delivery of procurement and contract services across the Partnership, namely the transfer of procurement and contract services into an alternative provider to supply a single streamlined approach to procurement across the Partnership.

The Portfolio Holder alluded to the benefits of alignment which were highlighted as, shared opportunities, consistency, compliance and being more proactive, including provision of value for money. The proposed service would have a team structure of 7 officers and the service would offer:

- A full procurement service, including early market engagement, procurement analysis, managing the tender process from start to award and spend analysis;
- Strategic procurement delivery, such as ensuring policies and procedures were in place;
- Amendment of the contract procedure rules across the partnership;
- Contract management and contractual services, including the managing the contracts, register, reviewing in contracts spend;
- Facilitating contractor review meetings by attending and providing a standard agenda and minutes;
- Reviewing contract terms to ensure fair and fit for purpose

RESOLVED

- 1) That the transfer of procurement and contract services to PSPS Ltd. be approved as set out in the business case at Appendix A;
- 2) That the ability to approve the necessary deed of variation (which supports changes to the Joint Venture Stakeholder Agreement) and amend any contract documentation resulting from the inclusion of Procurement into PSPS Ltd. be delegated to Robert Barlow, Chief Executive.

N.B. Councillor Fry abstained from the vote.

Reasons:

The business case sets out a clear proposal for the future provision of procurement and contract services across the three Councils, as well as being a financially positive proposition.

Other options:

To do nothing, which would result in the partnership having 3 different solutions for procurement and contract work.

**89. DATE OF NEXT MEETING:**

The programmed date for the next Meeting of Executive Board would be agreed at the Annual Meeting of Council on 24 May 2023.

**90. EXCLUSION OF PUBLIC AND PRESS:**

RESOLVED

That under Section 100(a)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item on the grounds that, if they were present, there could be disclosed to them exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act (as amended).

**91. CULTURAL DEVELOPMENT FUND ROUND 3:**

An exempt report was presented regarding the Cultural Development Fund Round 3.

RESOLVED

That the recommendations contained within the Exempt Report be approved.

Reasons:

As contained within the Exempt Report.

Other options:

As contained within the Exempt Report.

The meeting closed at 6.31 pm.