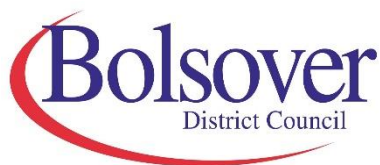


# Public Document Pack



**North East  
Derbyshire**  
District Council

Our Ref: AB/AJD  
Contact: Asher Bond  
Tel: 01246 217375  
Email: asher.bond@ne-derbyshire.gov.uk  
Date: Monday, 28 June 2021

To: **Members of the Joint ICT Committee**

Please attend the Annual meeting of the Joint ICT Committee to be held on **Tuesday, 6 July 2021 at 2.00 pm in the Council Chamber**, Bolsover District Council, The Arc, High Street, Clowne, S43 4JY.

Whilst social distancing is in place Members and officers are required to adhere to the protocol for attending meetings in the Council Chamber. When attending in person you will be deemed to have accepted the following disclaimer as applying.

#### Risk Assessment Disclaimer

When attending this meeting in person, I confirm that I have read and understood the contents of each of the following risk assessments and agree to act in line with its content.

- Covid-19 ARC RTW RA001
- Working in Offices At The Arc During Covid-19 Pandemic Guidance – ARC – SSW001
- Meetings – EM001 - Committee and Council Meetings during the Covid-19 pandemic

*These documents have been emailed to Members and are available on the Modern.Gov App library.*

Yours sincerely

Joint Head of Corporate Governance and Monitoring Officer

**Members of the Committee**

Councillor S Fritchley  
Councillor D Salt  
Councillor Ray Heffer  
Councillor C Furness (Chair)  
Councillor D Hughes  
Councillor G Purdy  
Councillor J Lilley  
Councillor J Kenyon  
Councillor P Parkin

Bolsover District Council  
Bolsover District Council  
Bolsover District Council  
Derbyshire Dales District Council  
Derbyshire Dales District Council  
Derbyshire Dales District Council  
North East Derbyshire District Council  
North East Derbyshire District Council  
North East Derbyshire District Council

**For further information about this meeting please contact: Asher Bond 01246 217375**

## **AGENDA**

**1 Appointment of Chair**

To appoint the Chair of the Joint ICT Committee for the ensuing year.

**2 Appointment of Vice Chair**

To appoint the Vice Chair of the Joint ICT Committee for the ensuing year.

**3 Apologies for Absence**

**4 Minutes of Last Meeting (Pages 5 - 7)**

To approve as a correct record the Minutes of the meeting held on 30 April 2021.

**5 Appointment of Secretary of the Joint ICT Committee**

To appoint a Secretary of the Joint ICT Committee for the ensuing year.

**6 Appointment of Treasurer for the Joint ICT Committee**

To appoint a Treasurer of the Joint ICT Committee for the ensuing year.

**7 Appointment of Auditor for the Joint ICT Committee**

To appoint an Auditor of the Joint ICT Committee for the ensuing year.

**8 Quarterly Service Report**

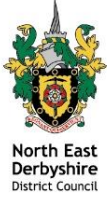
Report of the Joint ICT Service Delivery Manager - **To Follow**

**9 Urgent Business**

To consider any matter that the Chair of the Committee considers should be taken as Urgent Business.

**10 Date of Next Meeting**

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North East  
Derbyshire  
District Council

## *We speak your language*

### Polish

*Mówimy Twoim językiem*

### French

*Nous parlons votre langue*

### Spanish

*Hablamos su  
idioma*

### Slovak

*Rozprávame Vaším  
jazykom*

### Chinese

我们会说你的语言

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## JOINT ICT COMMITTEE

### MINUTES OF MEETING HELD ON FRIDAY, 30 APRIL 2021

#### **Present:**

Councillor Chris Furness – DDDC - Chair

Councillor Steve Fritchley - BDC  
Councillor David Hughes - DDDC  
Councillor Jeff Lilley – NEDDC  
Councillor Gary Purdy – DDDC

Councillor Ray Heffer - BDC  
Councillor Jeremy Kenyon - NEDDC  
Councillor Paul Parkin – NEDDC

#### **Also Present:**

Nicki Astle	Joint ICT Service Delivery Manager
A Bond	Governance Officer
A Maher	Senior Governance Officer
M E Derbyshire	Members ICT & Training Officer
K O’Gorman	Projects and Development Manager

#### **JIC/1/ 21-22** Apologies for Absence

There were no apologies for absence received.

#### **JIC/2/ 21-22** Declarations of Interest

There were no Declarations of Interest at this meeting.

#### **JIC/3/ 21-22** Minutes of Last Meeting

The Minutes of the meeting held on 8 February 2021 were approved as a true record.

#### **JIC/4/ 21-22** Quarterly Report of the Joint ICT Service (Quarter 4 2020-21: January - March 2021)

Joint ICT Committee considered the Service Report for Quarter Four of the 2020-2021 financial year (January to March 2021). Member were assisted in this by the Joint ICT Service Delivery Manager, who explained the performance information.

The Joint ICT Service Delivery Manager began by explaining that the growth in service requests, experienced by all of the Partner Councils since the start of the Coronavirus (Covid-19) outbreak, had continued during the Quarter. However, the rate of increase had slowed and had the growth in the number of service request had been significantly less than in the previous quarter.

Members heard that because of the far higher number of service requests received the number of outstanding calls, or un-met requests for service, had remained high. Joint Committee recognised that this backlog could make it difficult to achieve the Service Level Agreement (SLA) targets for the year.

In particular, Joint Committee heard that the breaches to the SLA occurred in February, BDC was 3% under the target and NEDDC 10% under the SLA target. However, there had been no breaches during the following three months. Members welcomed this.

Joint ICT Committee considered the project work which had taken place during the quarter and the progress which had been made on specific initiatives. Members were informed that the implementation of a Major new system for Bolsover District Council, the Open Housing system, was progressing. Phase One was had gone live and work on the second phase was now underway.

Members were informed that for Derbyshire Dales District Council (DDDC), that the New Cloud Telephony system to replace current old style analogue system was now operational. Work was also taking place to develop a new website for Economic Development, independent of the Council's own Website, aimed at businesses and growth.

Joint Committee also heard that for North East Derbyshire District Council, Various business applications were in the progress of being upgraded. This includes an upgrade to the Income Management system. Work was also underway to improve the ICT provision at Killamarsh Leisure Centre, which was now managed by the Council.

Members were also informed about the major projects currently in progress which impact all three authorities, including SQL database migration, Security Microsoft 365 implementation.

Members thanked the Joint ICT Service Delivery Manager for her contribution. Joint ICT Committee then discussed the performance report. As part of this, Members considered the schedule of projects which the Service was due to carry out.

Members then considered the Joint ICT Service Budget. They noted that this had been underspent for the 2020-2021 financial year as a whole. Joint Committee considered the specific reasons for this and how the unspent funds might now best be re-allocated. Joint Committee agreed unanimously that the funds ought to be retained and used in ways that would benefit the Service.

Joint Committee also considered the Savings Plan. Members were informed of Tender in progress for moving NEDDC telephony to 'SIP' (Internet telephony) and the savings that this would generate. They also heard about progress on the new joint Internet connection, including the future savings and the improved bandwidth that it would offer and the projected implementation date.

**RESOLVED** - That the Joint ICT Committee noted the Joint ICT Service Report for the period January 2021 to March 2021.

**JIC/5/  
21-22**    **Urgent Items**

There were no urgent items.

**JIC/6/  
21-22**    **Date and Time of Next Meeting**

The next meeting of the Joint ICT Committee will take place on Monday, 5 July 2021. This will be the Annual Meeting of the Committee and the venue for the meeting will be confirmed.