

Chairman - Councillor E G R Jones

Present (for all or part of the meeting):-

Councillors:

I E Davies	R A James
M G Dodson	W J Kemp
R J Draper	D B Price
A S Harp	P Roycroft

Cabinet Member - Councillor K S Williamson - Resources Portfolio

Cabinet Member - Councillor F A Finlay - Environment and Health Portfolio

Cabinet Member – Councillor R M Smith - Leisure Portfolio

Also Present – Councillor A M Loughran

Officers in attendance:-

Mr N Raby	-	Head of Human Resources
Mr I Curran	-	Legal Services Manager
Mrs T Redpath	-	Corporate Business and Partnerships Manager
Mr R Simpson	-	Customer Services Group Manager
Mr M Thornewill	-	Cultural Services Manager
Mr R Wolfe	-	Revenues and Benefits Manager
Mr A Bailey	-	Scrutiny Officer

RSC1 Minutes

The Minutes of the last meeting held on 12 April 2018, having been published in Digest No 242, were submitted and signed.

RSC2 Apologies

An Apology for absence was received from Councillor A J Perkins (Substitute D B Price).

RSC3 Data Protection Policy – Called in Item

The following matter had been published in the Members' Digest No 242 of 4 May 2018 and had been called in to this Committee by Councillors R J Draper, W J Kemp and A M Loughran for the following reason:-

“To assess the impact the policy will have on Data Controllers and to consider the schedule of implementation.”

Councillors R J Draper, W J Kemp and A M Loughran discussed the following reasons behind their call-in of this matter:-

- Concerns that approval of this policy has been left until a late stage as new data protection provisions were already due to come into force the same month
- Concerns that Members had not received appropriate training in connection with the policy

Members of the Committee also raised the following points:-

- Concern that in order to process constituency information, Members were required to register with the Information Commissioner's Office at a cost of £40
- The case that if a Member did not keep constituency information then there was no need to register with the Information Commissioner's Office
- Justification that much of the Member constituency role was acting as a good neighbour
- The need for Member training to clarify these issues as soon as possible
- The need to draw this requirement to new candidates for the Borough Council

The Cabinet Member (Resources Portfolio) and the Legal Services Manager responded accordingly:-

- Although the General Data Protection Regulations (GDPR) were already published, the Data Protection Act 2018 was still being debated by Parliament as late as May, and were only brought into force on 23 May 2018. It was prudent to monitor the progress of this legislation to a certain stage before putting a final draft policy before Cabinet. In the meantime, the Council still had the benefit of its existing Data Protection Policy, which had been in place under the previous Data Protection Act 1998. The fundamental principles of data protection stayed the same.
- The Information Commissioner considered that Members acted as separate data controllers when they processed personal data as part of their constituency work. Data controllers were required to register with the information Commissioner and pay the registration fee. However, under the previous data protection regime, this was also the case (previously referred to as "notification").
- Members had previously been advised of this duty by the Council during their induction training. However, the Information Commissioner had decided to contact Members directly this year to remind them of their duties.
- It was intended to provide data protection training to all Members this year, following the introduction of the new policy. Officers acknowledged the request for this to be arranged as soon as possible.

Following the discussion, the Chairman summarised the main concerns of the Scrutiny Committee as being the pressure on Members to register with the Information Commissioner's Office at a cost of £40 and the need for Member training to clarify issues surrounding the Council's Data Protection Policy as soon as possible.

RESOLVED:- that in exercise of the powers delegated to the Committee, the decision of the Cabinet in relation to the adoption of the Data Protection Policy as set out in Minute No CAB67/18, be noted.

RSC4 **Performance Update Report**

The Committee considered the report of the Corporate Business and Partnerships Manager relating to the performance management for those areas within the remit of the Committee for the quarter 4 period up to 31 March 2018.

The Committee discussed the following aspects of the report with the Cabinet Member (Resources Portfolio), the Cabinet Member (Leisure Portfolio), the Cabinet Member (Environment and Health Portfolio), the Head of Human Resources, the Customer Services Group Manager, the Cultural Services Manager, the Corporate Business and Partnerships Manager and the Revenues and Benefits Manager:-

- An update on Stone Leisure Centre, Alleynes Sports Centre and the consultation on new play facilities and other recreational activities in Stone
- The impact of the proposed sale of land at Tilling Drive on the Stone Leisure consultation
- The performance of Freedom Leisure
- The upgraded facilities at Stafford Leisure Centre
- An update on the performance of the processing of Housing Benefit and Council Tax Benefit claims
- An update on the security protocols for the use of the Civic Centre
- An update on the on the development of a Corporate Customer Services Strategy and an explanation of the Lagan and My Customer Services (MCS) software systems
- The need for further information concerning the cost of the Council's new web site
- The measurement of customer satisfaction
- An update on the Recycling and Waste Contract that transferred from Biffa to Veolia
- An explanation of household waste recycling rates
- An update on Stafford Borough Council sickness rates

Following the discussion, the Committee were informed that the Performance Update Report would be reconfigured for the next quarter.

RESOLVED:- that in exercise of the powers delegated to the Committee, the performance management data relating to areas of activity within this Committee's remit be noted.

RSC5 Complaints Monitoring 2017/18

The Committee considered the report of the Head of Law and Administration (V1 4/6/18) in relation to Corporate Complaints and complaints referred by the Local Government Ombudsman during 2017/18.

RESOLVED:- that in exercise of the powers delegated to the Committee, the report be noted.

RSC6 Business Planning Report

The Committee considered the report of the Head of Law and Administration (V1 15/5/18) which presented Members with a review of the programme of business considered by the Committee in 2017/18.

The Committee were informed that during the last year they had considered a wide variety of issues affecting the Resources Portfolio and had completed a Task and Finish Review relating to the Capital Programme and the Annual Review of the Constitution.

RESOLVED:- that in exercise of the powers delegated to the Committee, the report be approved and submitted as the Annual Report to the Council.

RSC7 Work Programme

Considered the report of the Head of Law and Administration, which presented the Resources Scrutiny Committee's Work Programme (V1 5/6/18) for the forthcoming meetings up to February 2019.

During the discussion that ensued, it was agreed that the Committee would be provided with a briefing paper concerning Stafford Borough Council's Gender Pay Gap Report.

RESOLVED:- that in exercise of the powers delegated to the Committee, the Work Programme (V1 5/6/18) be approved, subject to the amendment made at the meeting.

CHAIRMAN