

## **Report of the Chairman on the work of the Administrative Committee**

This report gives an overview of the main issues considered at the meeting held on 7 October 2021.

### **1. Capital Monitoring Report Q1 April – June 2021**

1.1 The Committee noted the report.

### **2. Revenue Monitoring Report Q1 April – June 2021**

2.1 The Committee noted the forecast outturn for the financial year 2021-22 as at 30 June.

2.2 The Committee congratulated the Chief Finance Officer and the finance team for the Council's strong, healthy financial position despite the pressures of the past two years.

### **3. Corporate Procurement Strategy, Policy and Procedures**

3.1 The Committee considered and agreed the proposed Corporate Procurement Strategy, Policy and Procedures which outlined the Council's approach to procurement.

3.2 The Committee agreed that consideration be given at their next meeting to raising the threshold from £5,000 to £10,000 for the mandatory use of local suppliers. An issue will be added to the Forward Plan to be put on the agenda for the next meeting of the Administrative Committee.

### **4. ICT Storage and Back-up Hardware Refresh**

4.1 The Committee considered the proposal to replace the ICT storage and backup target devices which were past end of life.

4.2 The Committee approved the replacement of the ICT Storage as per the preferred option in the report and backup target infrastructure and gave delegated power to the Group Head of Commissioning and Transformation to appoint a supplier once all the prices had been returned.

4.3 The Committee thanked the ICT team for their support.

### **5. Elections Update**

5.1 The Committee considered a report a report reviewing the steps taken to implement the Polling Station review and to ensure that Covid secure elections took place.

5.2 The Committee noted the report and thanked officers for their work to ensure the safety of all involved in the elections.

### **6. Forward Plan**

6.1 This was not discussed as the incorrect plan had been attached to the agenda. The correct Forward Plan was circulated to the Committee Members on Friday 08 October 2021 for their comments.

**Councillor Tony Mitchell**

*Chairman of the Administrative Committee*

**14 October 2021**