



Solutions for government

Forde House  
Newton Abbot

E-mail: [comsec@teignbridge.gov.uk](mailto:comsec@teignbridge.gov.uk)

23 August 2019

## STRATA - JOINT SCRUTINY COMMITTEE

Dear Councillor

You are invited to a meeting of the above Committee which will take place on **Wednesday, 4th September, 2019** in the **Council Chamber - Forde House** at **4.00 pm**

Yours sincerely

Phil Shears  
Managing Director

Distribution:

- (1) The Members of the Strata - Joint Scrutiny Committee:
- |                                     |                              |
|-------------------------------------|------------------------------|
| Councillor Phil Twiss<br>(Chairman) | East Devon District Council  |
| Councillor Yvonne Atkinson          | Exeter City Council          |
| Councillor Chris Clarence           | Teignbridge District Council |
| Councillor Rachel Lyons             | Exeter City Council          |
| Councillor Paul Millar              | East Devon District Council  |
| Councillor Charles Nuttall          | Teignbridge District Council |
| Councillor Catherine Pierce         | Exeter City Council          |
| Councillor Andrew Swain             | Teignbridge District Council |
| Councillor Eleanor Rylance          | East Devon District Council  |

A link to the agenda on the Council's website is emailed FOR INFORMATION (less reports (if any) containing Exempt Information referred to in Part II of the agenda), to:

- (1) All other Members of the Council
- (2) Representatives of the Press
- (3) Requesting Town and Parish Councils

**If Councillors have any questions relating to predetermination or interests in items on this Agenda, please contact the Monitoring Officer in advance of the meeting**

# **AGENDA**

## **Part I**

1. Apologies for absence

2. Minutes (Pages 5 - 8)

To approve the minutes of the last meeting.

3. Declarations of Interest

Councillors are reminded of the need to declare any disclosable pecuniary interests that relate to business on the agenda.

4. Questions from the Public Under Procedural Rules

A period of up to 15 minutes will be set aside to deal with questions to the Committee from members of the public.

Each individual will be restricted to speaking for a total of 3 minutes.

*Where a question does not relate to an agenda item details of questions should be notified to the Proper Officer of the Relevant Council at least two working days prior to the meeting.*

5. Question from Members of the Councils under Procedure Rules

To receive questions from Members of the Councils.

*Where a question does not relate to an agenda item details of questions should be notified to the Proper Officer of the Relevant Council at least two working days prior to the meeting.*

6. Local Government (Access to Information) Act 1985 - Exclusion of Press and Public

It is considered that the Committee would be likely to exclude the press and public during the consideration of items 10 – 14 on this agenda and then the following resolution should be passed: -

*That, under Section 100A (4) of the Local Government Act 1972, the press and public be excluded from the meeting for items 10-14 on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act.*

7. IT Directors Report (Pages 9 - 44)

8. Finance Report (Pages 45 - 50)

9. Part II: Items suggested for discussion with the press and public excluded

10. Commercialisation (Pages 51 - 64)  
How best to develop the Strata business outside of the three partner authorities
11. Project Management Framework (Pages 65 - 128)  
The adoption of the Strata Project Management Process.
12. Project Management Office (Pages 129 - 138)  
Creating a PMO function to support and enhance Strata's delivery capability.
13. Ongoing Development of Strata Firmstep Resource to Support the Needs of the Three Authorities (Pages 139 - 158)
14. Governance  
Review of the proposed changes to the Strata governance structure (IT Director to report)

**Date of Next Meeting**

The next scheduled meeting will be held on 13 January, 2020.

If you would like this information in another format, please e-mail [info@teignbridge.gov.uk](mailto:info@teignbridge.gov.uk)