

Date Of Publication Of Decision List: 26<sup>th</sup> November 2015

TRANSFORMATION PROGRAMME SUB-COMMITTEE – 23<sup>rd</sup> November 2015  
DECISION LIST



EAST  
CAMBRIDGESHIRE  
DISTRICT COUNCIL

Item No.	Report	Item	ISSUE	DECISION	ACTION BY
7.	Q114	Update On The Decision At Regulatory And Support Services Committee Regarding Governance And Terms Of Reference	To consider the background to the creation of, and appointment of Members to, the Transformation Programme Sub-Committee.	<p>It was resolved:</p> <p>(i) That the formal agreement at Regulatory and Support Services Committee that there be a Sub-Committee made up of six members be noted;</p> <p>(ii) That the formal agreement at Regulatory and Support Services Committee the Governance arrangements and Terms of Reference for the Transformation Programme be noted.</p>	Hetty Thornton Programme Manager & Performance Officer

8.	Q115	Project Updates	To consider the progress and requests for approval for certain projects.	<p>It was resolved:</p> <ul style="list-style-type: none"> <li>(i) That the progress of each project against the milestones indicated within the Programme Plan be noted;</li> <li>(ii) That the progress update on the Self Service project (Appendix A) be noted:</li> <li>(iii) That the WiFi project Post Implementation Review (Appendix B) be approved:</li> <li>(iv) That the Outline Business Case for Council Website project (Appendix C) be approved;</li> <li>(v) That the progress updates on the ICT Infrastructure Review and SharePoint Platform (both oral) be noted.</li> </ul>	<p>Hetty Thornton Performance Manager &amp; Performance Officer</p> <p>Annette Wade Customer Services Manager</p>
9.	Q116	Project Management Framework And Training	To consider the background to the project management training provided.	<p>It was resolved:</p> <ul style="list-style-type: none"> <li>(i) That the response to the Project Management training and as a consequence the development of a user friendly Project Management Toolkit which has been designed around the needs of the attendees on the courses be noted;</li> <li>(ii) That the Project Management Toolkit be endorsed in order to enable the Programme Manager to roll out the document across the Council.</li> </ul>	<p>Hetty Thornton Performance Manager &amp; Performance Officer</p>

10.	Q117	Re-Profiling Dates Of The Transformation Programme	To consider the re-profiled Programme Plan.	<p>It was resolved:</p> <ul style="list-style-type: none"> <li>(i) That the new timescales (highlighted in the Programme Plan in red) be approved:</li> <li>(ii) That the appointment of some new project managers who are assisting to drive forward positive change within the Council be noted.</li> </ul>	<p>Hetty Thornton Performance Manager &amp; Performance Officer</p>
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Please Note: These decisions will come into effect on **8<sup>th</sup> December 2015** unless any 3 Members object and call-in the decision. The call-in must be in writing to the Chief Executive and be received by **30<sup>th</sup> November 2015**.