

CORPORATE SERVICES POLICY AND REVIEW PANEL

Meeting held on Thursday, 22nd March, 2018 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr Jacqui Vosper (Chairman)
Cllr M.S. Choudhary (Vice-Chairman)

Cllr J.B. Canty
Cllr D.M.T. Bell
Cllr R.L.G. Dibbs
Cllr D.S. Gladstone
Cllr B. Jones
Cllr P.F. Rust

Apologies for absence were submitted on behalf of Cllr J.E. Woolley.

16. **MINUTES**

The Minutes of the meeting held on 9th November, 2017 were approved and signed by the Chairman.

17. **GENERAL DATA PROTECTION REGULATIONS**

The Panel welcomed Diane Milton, Legal Services Manager, and Lorraine Murray, Corporate Projects, who talked to the presentation circulated with the agenda papers on the General Data Protection Regulation (GDPR).

The Panel was reminded that a presentation had been given to the Panel in September 2017 at the start of the project. The Panel was advised of the work to date, including the establishment of a council-wide GDPR working group which had carried out an audit of the Council's information systems to ensure their future compliance with GDPR. This work had identified the risks and a risk mitigation plan has been developed. Lorraine Murray emphasised that a pragmatic approach had to be taken in terms of developing guidelines for Rushmoor as the Data Protection Bill itself was still going through Parliament and the Information Commissioner's Office (ICO) was still drafting guidelines.

The Panel was advised that Councillors would shortly be sent a questionnaire in respect of their own individual storage and transmission of data. In addition, tailored training was being developed for them in respect of their two roles – as a member of the Council and as a representative of residents when dealing with issues or complaints. Panel members were keen for this training to take place as soon as possible and also for clarification on whether they each had to register as data controllers with the ICO.

The Panel thanked Diane Milton and Lorraine Murray for their detailed presentation and **NOTED** the update.

18. **DRAFT PROCUREMENT STRATEGY 2018-2020**

The Panel welcomed Katherine Booker, Principal Procurement Officer, who introduced the draft Procurement Strategy 2018-2020. The Panel noted that this was a shorter, more specific strategy than the previous version. Members discussed the Strategy and made some comments, including:

- a proposal for a seminar for small local businesses on procurement and the public sector;
- the need to provide feedback to suppliers not selected during a tendering exercise.

The Panel noted that the Social Value aspect of the Strategy would be developed with input from Cllr Jonathan Canty.

The Panel thanked Katherine Booker for her detailed report on the draft Strategy, which was **NOTED**.

19. **WORK PROGRAMME**

The Panel **NOTED** the updated work programme for 2017/18.

The meeting closed at 8.45 pm.

CLLR JACQUI VOSPER (CHAIRMAN)
