

**MINUTES OF A MEETING OF THE MANAGEMENT TEAM
HELD ON 4th FEBRUARY, 2020**

PRESENT: D. Langton, P. Mousdale, D. Walker, J. Whittaker, N. Watson, H. Culshaw, S. Guinness, C. Finn, J. McDonnell and J. Watson

ALSO PRESENT: M. Mason and S. Astin-Wood

140. MINUTES

The Minutes of the Management Team meeting held on 21st January, 2020 were submitted.

AGREED

That the Minutes be approved.

141. DIGITAL STRATEGY

Kathryn Halton provided an overview of the Council's Digital Strategy which was undergoing a review. The Strategy had been split into the following strands:

Digital Council
Digital Citizen
Digital Community

Strategic Leads had been identified for specific projects within the strands.

Management Team acknowledged progress already made but were asked to look at processes to see if there was a digital way of doing them and what resources were needed.

All Management Team

Meetings were to be arranged with the Strategic Leads to progress the projects.

142. SCENE SETTING AND SERVICE PLAN REVIEW

Management Team received a presentation from the Chief Executive and there followed a discussion on various aspects of the Council's overall strategic plan.

Service Plans were in the process of being reviewed and each Service Manager gave a short presentation of key actions.

The draft service plans would be submitted to Management Team on 18th February and the draft service plans on 19th March for further discussion. The strategic and service planning timetable was to be circulated and the strategic

plan would be submitted to Policy and Resources Committee and Council in June for approval.