

# NOTICE OF MEETING

<b>Meeting:</b>	<b>RESOURCES AND TRANSFORMATION OVERVIEW AND SCRUTINY PANEL</b>
<b>Date and Time:</b>	<b>THURSDAY, 22 JUNE 2023, AT 10.00 AM</b>
<b>Place:</b>	<b>COUNCIL CHAMBER - APPLETREE COURT, BEAULIEU ROAD, LYNDHURST, SO43 7PA</b>
<b>Enquiries to:</b>	<b>Email: <a href="mailto:andy.rogers@nfdc.gov.uk">andy.rogers@nfdc.gov.uk</a> Andy Rogers Tel: 023 8028 5070</b>

## **PUBLIC PARTICIPATION:**

Members of the public may watch this meeting live on the [Council's website](#).

Members of the public may speak in accordance with the Council's public participation scheme:

- (a) on items within the Resources and Transformation Overview and Scrutiny Panel's terms of reference which are not on the public agenda; and/or
- (b) on individual items on the public agenda, when the Chairman calls that item. Speeches may not exceed three minutes.

Anyone wishing to speak should contact the name and number shown above no later than 12.00 noon on Monday, 19 June 2023.

**Kate Ryan**  
Chief Executive

Appletree Court, Lyndhurst, Hampshire. SO43 7PA  
[www.newforest.gov.uk](http://www.newforest.gov.uk)

This agenda can be viewed online (<https://democracy.newforest.gov.uk>).

It can also be made available on audio tape, in Braille and large print.

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# AGENDA

## Apologies

### 1. MINUTES

To confirm the minutes of the following meetings as a correct record:

24 March 2023 (Local Affairs and Local Economy O&S Panel)  
22 May 2023

## **2. DECLARATIONS OF INTEREST**

To note any declarations of interest made by members in connection with an agenda item. The nature of the interest must also be specified.

Members are asked to discuss any possible interests with Democratic Services prior to the meeting.

## **3. PUBLIC PARTICIPATION**

To receive any public participation in accordance with the Council's public participation scheme

## **4. TERMS OF REFERENCE OF THE PANEL**

To note the Panel's Terms of Reference, which includes oversight of the following services:

- (a) Finance
- (b) Estates and Valuation
- (c) Revenues and Customer Services
- (d) Human Resources
- (e) ICT
- (f) Elections
- (g) Transformation and Improvement
- (h) Performance and Insight
- (i) Communications
- (j) Democratic Services
- (k) Legal Services
- (l) Information Governance and Complaints

## **5. ANNUAL PERFORMANCE AND PROVISIONAL BUDGET OUTTURN (Pages 5 - 26)**

To receive the Annual Performance and Provisional Budget Out turn report.

## **6. NFDC TRANSFORMATION PROGRAMME UPDATE (Pages 27 - 32)**

To receive an update on progress with the Transformation Programme.

## **7. DEVELOPMENT OF A NEW OPERATIONAL SERVICES DEPOT AT HARDLEY INDUSTRIAL ESTATE (Pages 33 - 44)**

To consider a proposed scheme for the development of a new operational services depot at Hardley Industrial Estate.

## **8. COMMERCIAL AND RESIDENTIAL PROPERTY STRATEGIES - ANNUAL REPORT (PRESENTATION) (Pages 45 - 66)**

To receive a presentation on the performance to date in the delivery of the Commercial and Residential Property strategies.

## **9. ICT UPDATE (PRESENTATION) (Pages 67 - 76)**

To receive an update on the work of the Council's ICT Services team, including progress with the ICT Strategy.

**10. PORTFOLIO HOLDER UPDATES**

An opportunity for the Leader, and the Portfolio Holder for Finance and Corporate, to provide any updates to the Panel on developments within their portfolios.

**11. COUNCIL TAX REDUCTION SCHEME TASK AND FINISH GROUP**

To agree arrangements for the establishment of the Council Tax Schemes Task and Finish Group for 2023. The Group is expected to meet 4 times between July and September and will make recommendations to the Panel on:

1. Review of the Council Tax Support scheme
2. Local disregard for Housing Benefit
3. National Non-Domestic Rates policy review

**12. FINANCIAL STRATEGY TASK AND FINISH GROUP**

To agree arrangements for meetings of the Financial Strategy Task and Finish Group in 2023. The Group is expected to meet 4 times over September and October 2023 around the following dates:

w/c 4 September: **1.** Introduction, background and MTFP assumptions  
w/c 18 September: **2.** Alternative budget format  
w/c 2 October: **3.** Reserve Balances  
w/c 16 October: **4.** Wrap up session

The Group's work will include the following:

- To provide detailed scrutiny on the budget assumptions made within the latest Medium Term Financial Plan.
- To consider an alternative format for high-level budget adoption.
- To overview the reserve balances held by the Council, in light of the planned reduction here, and potential for borrowing moving forward.

**13. WORK PROGRAMME (Pages 77 - 80)**

To note the Panel's Work Programme for the ensuing year.

**14. ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT**

To:

**Councillors**

Alan O'Sullivan (Chairman)  
Barry Dunning (Vice-Chairman)  
Alan Alvey  
Jack Davies  
Jacqui England

**Councillors**

David Millar  
Barry Rickman  
Alex Wade  
Christine Ward