

## NOTICE OF MEETING

<b>Meeting:</b>	<b>RESOURCES AND TRANSFORMATION OVERVIEW AND SCRUTINY PANEL</b>
<b>Date and Time:</b>	<b>THURSDAY, 21 SEPTEMBER 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, 18 September 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 meeting held on 22 June 2023 as a correct record.

#### **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. CITIZEN ADVICE NEW FOREST - UPDATE (PRESENTATION) - TO FOLLOW**

To receive an update from Citizens Advice New Forest on progress at the organisation and use of the NFDC grant.

**5. UNIVERSAL CREDIT UPDATE (Pages 3 - 12)**

To receive an update on developments with Universal Credit.

**6. PROCUREMENT UPDATE (Pages 13 - 44)**

To receive an update on proposed changes to the Procurement Strategy.

**7. RETENTION AND DESTRUCTION POLICY (Pages 45 - 48)**

To note the adoption of the Corporate Retention and Destruction Schedule relating to the retention of council records and documents.

**8. PORTFOLIO HOLDERS' UPDATES**

An opportunity for the Portfolio Holders to provide an update to the Panel on developments within their portfolios.

**9. WORK PROGRAMME (Pages 49 - 50)**

To note the work programme to guide the Panel's activities over the coming months.

**10. DATES FOR FUTURE MEETINGS**

To agree the following dates for meetings of the Resources and Transformation Overview and Scrutiny Panel in 2023/24:

(Thursdays at 10am)

27 June 2024

19 September 2024

21 November 2024

23 January 2025

20 March 2025

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

To:

**Councillors**

**Councillors**

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

David Millar  
Barry Rickman  
Alex Wade  
Christine Ward