

**MINUTES OF THE MEETING OF THE RESOURCES AND SERVICES OVERVIEW
AND SCRUTINY COMMITTEE,
HELD ON THURSDAY, 29TH NOVEMBER, 2018 AT 7.00 PM
IN THE COUNCIL CHAMBER - COUNCIL CHAMBER**

Present:	Councillors Stephenson (Chairman), Alexander (Vice-Chair), Amos, Baker, Broderick, M Brown, Everett, Miles, Scott and Steady
Also Present:	Councillor M J D Skeels (Snr) (Leisure and Tourism Portfolio Holder)
In Attendance:	Paul Price (Corporate Director (Operational Services)), Anastasia Simpson (Head of People, Performance and Projects), Richard Barrett (Head of Finance, Revenues and Benefits Services & Section 151 Officer) and Debbie Bunce (Legal and Governance Administration Officer)

40. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies for absence were submitted on behalf of Councillor Newton. There was no substitute appointed.

41. MINUTES OF THE LAST MEETING

The Minutes of the meeting of the Committee held on 5 November 2018 were approved as a correct record and signed by the Chairman.

42. DECLARATIONS OF INTEREST

There were none made at this time.

43. QUESTIONS ON NOTICE PURSUANT TO COUNCIL PROCEDURE RULE 37

Subject to providing two working days' notice, a Member of the Committee could ask the Chairman of the Committee a question on any matter in relation to which the Council had powers or duties which affected the Tendring District and which fell within the terms of reference of the Committee.

There were no such questions on this occasion.

44. TOURISM STRATEGY

Pursuant to the provisions of Overview and Scrutiny Procedure Rule 13 and the decision taken by the Committee at its meeting held on 17 September 2018, the Committee scrutinise the emerging Tourism Strategy with a view to submitting its comments and/or recommendations to the Cabinet. Cabinet would then agree a draft Strategy which would go out for further consultation.

The Portfolio Holder for Leisure and Tourism (Councillor Skeels Snr.) and the Corporate Director (Operational Services)(Paul Price) attended the meeting.

The Corporate Director gave a presentation on the emerging Strategy which covered the following matters:-

Scope of Strategy
Establishing the Road Map
Background Strategic Planning Process
Taking Stock
Corporate Road Map
Reviewing the Inputs
Vision
Mission Statement
Strategic Goals
Objectives
Tactics
Strategic Positioning
Corporate Social Responsibility and
Recommendations for Success.

Members raised questions and/or concerns which were responded to by the Corporate Director and/or the Portfolio Holder.

The Committee noted the contents of the presentation.

**45. REPORT OF HEAD OF PERFORMANCE, PEOPLE AND PROJECTS - A.1 -
RECYCLING - FINAL REPORT OF TASK AND FINISH WORKING GROUP**

The Committee recalled that, at its meeting held on 30 July 2018 it had, inter alia, agreed the brief for a Task and Finish Working Group to undertake a review of recycling, with a view of finding ways to increase recycling rates within the District. That Group had comprised four members of the Committee (Councillors Alexander, Broderick, Everett and Scott) with Councillor Everett acting as its Chairman.

It was reported that the Working Group had now completed its review and its detailed report was attached at Appendix A to item A.1 of the Report of the Head of People, Performance and Projects.

Having considered and discussed the Working Group's report:-

It was moved by Councillor Scott, seconded by Councillor Miles and:-

RESOLVED that the contents of the Working Group's report be endorsed and that the Committee **RECOMMENDS TO CABINET** that:

- 1) The Portfolio Holder writes to every school across Tendring (Primary, Secondary and Colleges) to ask them what they do to support the recycling agenda and encourage recycling within their individual establishments.
- 2) Any future publications regarding recycling are clear, concise, with hints and tips to encourage recycling.

- 3) A cross party working group is established to review the recycling and waste needs across the District .This should be undertaken two years prior to any new contract.

The Committee thanked Councillor Everett and the Task and Finish group members for all their hard work.

46. REPORT OF THE DEPUTY CHIEF EXECUTIVE - A.2 - FINANCIAL PERFORMANCE REPORT - IN-YEAR PERFORMANCE AGAINST THE BUDGET AT END OF SEPTEMBER 2018 AND LONG TERM FINANCIAL FORECAST UPDATE

The Committee had before it a report of the Deputy Chief Executive (Corporate Services), which presented it with an overview of the Council's actual financial position against the budget as at the end of September 2018 and which also presented an updated forecast on an on-going basis as part of developing the budget for 2019/20 and beyond.

The Committee was made aware that, at its meeting held on 9 November 2018, Cabinet had considered the same report and had resolved that:-

- (1) *in respect of the financial performance against the budget at the end of September 2018:*
- (a) *the position be noted;*
 - (b) *the proposed in-year adjustments to the budget, as set out in Appendix H to item A.6 of the Report of the Finance and Corporate Resources Portfolio Holder be agreed; and*
 - (c) *in respect of the Council's Treasury Management Practices, the aggregate amount of money that can be placed overnight with the Council's bankers be increased temporarily from £1.000m to £1.500m for each day the offices are closed over the Christmas break.*
- (2) *in respect of the Updated Long Term Forecast revised at the end of September 2018:*
- (a) *updated forecast be agreed; and*
 - (b) *the Resources and Service Overview and Scrutiny Committee be consulted on the updated position.*

The Cabinet report referred to above was attached as Appendix A to item A.2 of the Report of the Deputy Chief Executive for the Committee's consideration.

Members raised questions and/or concerns which were responded to by the Head of Finance, Revenues and Benefits Services & Section 151 Officer (Richard Barrett).

Having considered and discussed the report:-

It was moved by Councillor Stephenson, seconded by Councillor Scott and:-

RESOLVED that –

- (a) the contents of the report be noted; and
- (b) the Committee **COMMENTS AND RECOMMENDS TO CABINET** that:-
 - 1) The Committee requests that the Section 151 Officer undertakes a review of the digital transformation business case in terms of estimated costs and planned savings and the performance against the budget to date, with an update to be provided in the quarter 3 Corporate Budget Monitoring Report 2018/19.
 - 2) The Committee requests that the Head of IT and Corporate Resilience attends the Resources and Services Committee on 11 February 2019 to discuss digital transformation, as part of the review of the Performance Report 2018/19, third quarter.

The meeting was declared closed at 10.21 pm

Chairman