

# Public Document Pack

Resources and Services Overview and  
Scrutiny Committee

14 March 2022

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**MINUTES OF THE MEETING OF THE RESOURCES AND SERVICES OVERVIEW  
AND SCRUTINY COMMITTEE,  
HELD ON MONDAY, 14TH MARCH, 2022 AT 7.30 PM  
IN THE COMMITTEE ROOM, TOWN HALL, STATION ROAD, CLACTON-ON-SEA,  
CO15 1SE**

<b>Present:</b>	Councillors Gary Scott (Vice-Chairman, in the Chair), Terry Allen, Chris Amos, Mick Barry, Jim Codling, Chris Griffiths, Peter Harris and Pam Morrison
<b>Also Present:</b>	Councillors Garry Calver, Carlo Guglielmi (Portfolio Holder for Corporate Finance & Governance) and Alex Porter (Portfolio Holder for Leisure & Tourism) (except items 66 – 70)
<b>In Attendance:</b>	Ian Davidson (Chief Executive), Lee Heley (Interim Corporate Director (Projects Delivery)) (except items 66 - 70), Richard Barrett (Assistant Director (Finance and IT) & Section 151 Officer), Michael Carran (Assistant Director (Economic Growth & Leisure)) (except items 66 - 70), William Lodge (Communications Manager) (except items 67 - 70), Kai Aberdeen (Theatre General Manager (Technical)), Keith Durran (Committee Services Officer), Matt Cattermole (Communications Assistant) and Hattie Dawson-Dragisic (Performance and Business Support Officer)

**59. CHAIR AND SILENT TRIBUTE**

In the absence of the Chairman of the Committee (Councillor M E Stephenson), the Chair was occupied by the Vice-Chairman (Councillor Scott).

At the beginning of the meeting, Councillor Scott led the Committee in a minute's silence for the victims of the war in Ukraine.

**60. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

An apology for absence was received from Councillor M E Stephenson (with no appointed substitute).

**61. MINUTES OF THE LAST MEETING**

It was **RESOLVED** that the Minutes of the meeting of the Committee held on Monday 7 February 2022 be approved as a correct record and signed by the Chairman.

**62. DECLARATIONS OF INTEREST**

Councillor Barry declared a Personal Interest in the Joint Use Facilities item (minute 65 below refers) and stated that he had been given a dispensation by the Monitoring Officer. In doing so, he read out the following statement:-

*"In relation to Item A6 – the Joint Use Sports Facilities Update and in particular any discussion on the provision of funding to the Joint Use Facilities in Brightlingsea, I have a Personal Interest in accordance with Paragraph 5.1(d)(1) and (iii) of the Code of*

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*Conduct as a result of being a Town Councillor for Brightlingsea. The Monitoring Officer has, following the principles set out in Section 33 of the Localism Act 2011, agreed to grant a dispensation to allow me to take part in the debate in my role as a District Councillor but only to take part in the debate, and that dispensation does not permit me to vote. This dispensation is granted for the sole purposes of representing the residents living in the Brightlingsea area as Ward Councillor relating to the value of the facility to the community whilst adhering to the duties and responsibilities of the Members' Code of Conduct".*

Councillor Morrison also declared a Personal Interest in the Joint Use Facilities item insofar as she was both a local Ward Member and a Member of Harwich Town Council.

**63. QUESTIONS ON NOTICE PURSUANT TO COUNCIL PROCEDURE RULE 38**

Pursuant to the provisions of Council Procedure Rule 38 Councillor Griffiths asked the following question:-

*"I read with interest the recent decision regarding the Jaywick Market Site. I note from the officer report that the original cost for the project in October 2021 was £2.1 million, two months later in December 2021, the project cost had risen to £4.4 million. I am concerned that the projected costing mechanism used for the Jaywick Market site does not appear to accurately reflect the cost of the build.*

*Would it be possible to outline the reasons why the project cost appeared to significantly increase over a two month period, TDC is a key player in the Garden City Community, actively seeking to encourage the creation of a Freeport, and a key player in the development of the much smaller Honeycroft scheme.*

*All these projects have projected costings associated with the construction and development of the sites, and some elements of financial contributions from TDC to cover aspects of the work.*

*Given the project cost increases at the Jaywick site, what assurances do we have that mechanisms are in place to keep costs at the Freeport, Garden City Community and Honeycroft under control, as there must be concerns that if our current financial model is unable to accurately predict the cost of a small industrial unit in Jaywick over a relatively small period of time, then a similar situation could occur with Honeycroft, The Garden City Community and the Freeport, in which the projected costs are significantly lower than the actual cost of the build".*

The Chairman, Councillor Scott, responded as follows:-

*"On the Jaywick Sands Workspace and covered market, the costings were developed for the original Get Britain Building bid in the summer of 2020. There was a subsequent review of the building design which increased some costs (in the region of £300,000) in relation to increasing the number of business units. So the cost base work was originally from 2020, and developed by our cost consultants. We reported to Cabinet in October 2021 that cost inflation was a significant risk on the project. We would only see the actual costs once tenders were received in December 2021. The scale of cost increases was unexpected – although all three tenders came in within c.7% of each other, showing that it was the reasonable market price at the time for the scheme.*

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*On capital projects, the Council is aware that until tenders come in, we only have cost estimates for a scheme, not firm prices. We do not expect to see the exceptional increase in costs for the Jaywick Workspace project again and we will continue to monitor the market and work closely with our cost advisors on future projects. In addition, on the Freeport and Garden Communities: these are under development primarily by the private sector, so the main delivery of the schemes is not a cost risk to TDC; and they operate at a different scale to the Jaywick Workspace project. Cost inflation is less of a pressure on large schemes than small – as the economies of scale are much greater and firms will prioritise working on them”.*

**64. SCRUTINY OF PROPOSED DECISIONS**

Pursuant to the provisions of Overview and Scrutiny Procedure Rule 13, the Committee reviewed the new and/or amended published forthcoming decisions relevant to its terms of reference and considered whether it wished to enquire into any such decision before it was taken.

The Committee was aware that matters could only be raised on those forthcoming decisions at Committee meetings where the Member had notified the Committee Services Manager in writing (or by personal email) of the question they wished to ask, no later than Midday, two working days before the day of the meeting.

There were no decisions that the Committee wished to enquire into on this occasion.

**65. REPORT OF THE PORTFOLIO HOLDER FOR LEISURE AND TOURISM - A.6 - JOINT USE SPORTS FACILITIES UPDATE**

The Committee recalled that, at its meeting held on Monday 7 February 2022 (minute 57 referred), Councillor Chapman BEM had requested that this Committee include in the work programme a revisit of its enquiry into the Joint Use Agreements for sports centres in Harwich and Brightlingsea.

The Committee had before it a report of the Portfolio Holder for Leisure and Tourism, as well as an addendum to that report, in relation to this matter. Those reports outlined the following:-

- *“at their meeting on 17 December 2021, Cabinet determined the following in relation to the Joint Use Agreements for and Brightlingsea Sports Centre (BSC) and Harwich Sport Centre (HSC):*
  - (a) *“notes that the Joint Use Agreements between the Council and the Sigma Trust for the Harwich and Brightlingsea Sports Centres end on 31 December 2021;*
  - (b) *agrees to the provision of transitional support from existing resources, for up to three months, to extend the community use of the facilities where possible;*
  - (c) *invites representatives from the relevant Town Councils and the Sigma Trust to join an engagement group to meet during the transition period to work through the operations of providing community use from the facilities;”*

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- *the Cabinet report highlighted that: 'the Joint Use Facilities also require investment and Cabinet would need to consider the viability of investing in facilities which the Council does not own.' The Council would have needed to invest significantly in the facilities to ensure they were fit for purpose and financially viable and stem the decline in attendances set out in the report.*
  - *Following on from the Cabinet report, Sigma Trust have agreed to keep their facilities open to the community and are working with Council Officers to accommodate as many of the existing customer base as possible. Updates are being provided to the respective Town Councils via the engagement group which has met regularly since the start of 2022.*
  - *The Council has arranged for a single point of contact at both sites, who are available to support existing users/hirers. These Officers have and will continue to support hirers who may have challenges in making the transition.*
  - *To date over 90% of current hirers (50 out of 55) at Brightlingsea and Harwich Sports Centres have either agreed and signed new booking forms with Sigma Trust, or agreed in principal to the new conditions and Sigma are awaiting forms to be returned.*
  - *There has been a trend at Brightlingsea towards block bookings and at Harwich towards more casual use. As the Sigma Trust cannot accommodate casual use, an action plan was devised of how casual use could be converted to hirers. The plan which is being worked through by the single point of contact at each site is set out in Section 2 of this report.*
  - *In addition to the work above, local people have been asked if they are interested in establishing a new club or clubs, which would allow racket sports to continue under the management of the Sigma Trust. The deadline for responses has now passed and a meeting with those interested is being arranged. Around 20 people have come forward in Harwich and there has been no response in Brightlingsea to date.*
  - *Given the level of interest shown by users in Harwich to form a club, the Council will work closely to support the formation of a racket sports club to block book from the Sigma Trust, and will look to invest to support its development.*
  - *The Leader agreed at Council in February 2022 to include the proposal for investment in sports facilities in Harwich and Brightlingsea to come forward through the Corporate Investment Plan. He reiterated this point at Cabinet February 2022, and agreed that officers will develop options to be considered by Cabinet in March.*
  - *Once the transition period is over on 31 March 2022 hirers of both facilities will become customers of the Sigma Trust, while arrangements for the Squash Courts at Harwich will be developed and reported to Cabinet in March. The booking process which has been set in place by the Trust, will also allow new customers use of the facilities."*

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Members were reminded that the public had had an opportunity to express their views on the joint use facilities in Brightlingsea at a public meeting held on 9 March 2022 8.00 pm, at the Brightlingsea Community Centre, which had been hosted by the Town Council. Attendees had raised a number of points, including:-

- *a show of hands indicated that there were a number of gym users in attendance, who expressed concern at the closure of the gym at the end of the month. The data on usage shows under 800 attendances of the fitness suite in 2019.*
- *two difficulties with booking operations were highlighted. One was accommodating a small number of bookers later into the evening and at weekends. Options for extending opening hours to meet this demand were proposed and a discussion held with one group still seeking to find a booking. The other was the operation of the booking system. It was recognised that, during the transition as groups moved over from the District Council to the Sigma Trust, the booking processes would require refining. An on-line booking system from the Sigma Trust was scheduled to be available from 1 April 2022.*
- *Non-group activities. Without the formation of a club, attendees who used the facilities on a casual basis without booking through a club, for example, playing table tennis, would not be able to use the facilities after the transition period ended. The difficulty for those without access to a car to drive to the facilities in Clacton or Colchester was highlighted.*

Two additional decisions had been made by Cabinet regarding the development of the leisure and sport offer across the District and the involvement of the Resources and Services Overview and Scrutiny Committee to provide input into that work. This would provide the platform for how the Council developed its Sports and Activities offer around the District over the lifetime of the strategy.

The Committee was informed that the Sigma Trust had been invited to attend the meeting but that they had politely declined the offer.

After a detailed discussion, it was moved by Councillor Allen, seconded by Councillor Morrison and resolved that the Committee:-

**RECOMMENDS** to Cabinet that it consider allocating a level of working capital to enable community access to resume in the evenings and at weekends, with a view to councils liaising with Sport England and Active Essex to establish a body to link between the community and the Sigma Trust in the longer term. In establishing this body/company it would take into account and integrate the new Sports Facilities Strategy into their development.

**66. REPORT OF THE DEPUTY LEADER, PORTFOLIO HOLDER FOR CORPORATE FINANCE & GOVERNANCE - A.3 - TENDRING DISTRICT COUNCIL COMMUNICATIONS**

Further to the decision of Council taken at its meeting held on 13 July 2021 (Minute 53 referred), the Committee undertook an enquiry into Tendring District Council's Communications Strategy.

The Committee had before it a report that outlined how Tendring District Council's Communications Strategy had been adopted in April 2021 and which set out the strategic framework and principles which guided all of the Council's communications activity. It built upon the development of communications already carried out following on from the Local Government Association's Corporate Peer Challenge of Tendring District Council in 2018, which had included: *"improve how you tell the story of your ambition, plans, successes and positive impact"* as one of its key recommendations.

Members heard that, whilst the Communications Team was responsible for overseeing the function, and would carry out many of the operational communications the Committee might recognise, as an organisation there were many Officers who carried out communications – whether explicitly, such as posting to social media for their service, or implicitly in conversations they had with residents, businesses and visitors. Therefore a key role of the Communications Team – and the Strategy – was to advise, guide and promote best practice in communications across the Council.

Communications, like the rest of the Council, had a digital-first approach; but recognised that some residents were digitally excluded, and therefore would need to be reached using other methods.

Communications also included how the Council shared information internally, with staff and Members, as well as externally to the wider public; and consideration of cascading information to all stakeholders in a timely manner formed a key principle when planning communications.

The Committee was informed that the Strategy adopted in 2021 set out a narrative of Council communications; the journey it had undertaken and the vision for the next three years, with the Strategy aligned to the Corporate Plan. The Corporate Plan, as throughout the Council, guided the priorities and objectives of communications.

Within that context, the Strategy set out five broad areas for improvement over its lifespan namely:-

- Video content
- Project work
- Social media
- Email and SMS communications
- Internal communications

From those flowed some SMART targets, as listed below along with the progress achieved to date:-

- By 2024 increase the number of videos created each year by 50% from the 2020 figure (50 – target of 75).

*"In 2021 the Council created a total of 49 videos, against the 2024 target of 75, ranging from internal staff vlogs to live streams of events. The Tendring District Council Communications Group has begun discussions on ways of increasing this number. NB this figure does not include live streams of committee meetings, which is around 65 additional videos."*

- Ensure every initiative which goes through the Council's Projects Boards has a communications plan.

*"At the time of writing there were currently four projects progressing through the Boards, three of which had a communications plan or strategy associated with it. The fourth is not yet at an appropriate stage for a plan or strategy."*

- Grow the number of Facebook followers on the Council's corporate account to 8,000 by 2024 (baseline of 5,300).

*"As of 4 January 2022 the Council had 7,659 followers, showing a steady trajectory towards the target."*

- Increase the number of staff actively carrying out posts to the Council's corporate Facebook page by 300% by 2024 (baseline of 5).

*"Through 2021 we had 16 staff regularly posting; largely bolstered by the Community Ambassadors. Staff changes also slightly inflate the statistic. This figure should stabilise as we progress towards the target date."*

- Present a business case for email communications software, and reinforce the Council's Branding Guidelines with regards to email content, by 2024.

*"Initial work considering Digital Transformation Phase 3 Projects has a proposal within it for an email communications software, so this is in train. A full, independent, business case may need to be worked up independently of this. Revised Branding Guidelines with renewed focus on email content issued to staff in January 2022."*

- Work with the IT Team as part of its review of SMS (i.e. texting) communications software, scheduled for completion by January 2022.

*"An initial review meeting was held in May 2021, but due to pressures of Covid-19 and cyber security work this project has been put on hold temporarily."*

- Review and improve the Council's Communications Group and the Intranet, refreshing both by the end of 2021.

*"Funding for new Intranet software is included within a finance report agreed by Cabinet in February 2022, so this is in train although delayed against the original target. The Council's Communications Group has been reconvened and refreshed in 2021, with a revised membership and new Terms of Reference agreed."*

### **Key campaigns**

It was reported that communications campaigns were largely aligned with key projects or events, with the Communications Team supporting work of other Council services. An example of a larger campaign of this nature was the roll-out of the new waste and recycling service in 2019, which saw a programme of activity planned for, and delivered, from May 2019 until February 2020. More recently Covid-19 had seen more general campaigns devised in alignment with the response to the Covid-19 pandemic.

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The Council's Summer Communications campaign rolled out across summer 2021, and aligned to the organisation's summertime plan, had picked up key messaging around five themes:

1. Destination marketing and the Love Tending app
2. Water safety
3. Summer health
4. Covid-19
5. Anti-social behaviour (including littering, parking)

Members heard that this had been a multi-channel campaign, focused around a customer's journey; the concept being to reach people before they set off for the area, on their journey, and at various touchpoints once they arrived at destinations across the District. Different messaging and imagery had been used for local/nearby residents, compared to those who lived out of area. Out-of-area messaging had been targeted at locations such as East London, Hertfordshire and Luton, with those areas selected as known points of origin for summer tourists.

Outputs had included:

- Newspaper adverts in local press, titles in the target out-of-area locations, some magazines, and associated websites
- Digital adverts across a number of news websites, which appeared on smartphones within designated locations
- Billboards, bus shelters and supermarket digital screens
- Posters on bin lorries, banners along the seafront, stickers on seafront summertime bins and roundabout signs
- Adverts on two local radio stations and geo-located digital radio
- Social media – both paid-for with advertising partners, and the Council's own; including boosted posts.

The Communications Manager explained that, with any campaign, there was also a reactive element, picking up and addressing issues as they arose combined with looking out for short notice opportunities to support the overall campaign objectives. For example, reports from the Beach Patrol of a busy weekend and a specific incident around jumping from a groyne led to the issue of a press release to reinforce safety messages; or reinforcing the campaign messages within the responses to a media enquiries about parking issues in a seaside town and lifeboat call-outs.

The campaign had been successful: large numbers of impressions (i.e. times adverts were put in front of people) had raised the profile of the Essex Sunshine Coast out-of-area; relatively low numbers of issues had been raised during the summer (though it was noted there were a wide variety of factors at play there); and download figures of the LoveTending app had matched communications activity. As a result there was a real positivity around the summer season despite the challenges posed by an increase in domestic holidays.

### **Expenditure**

It was reported that, due to the way the function was structured corporately, the Communications service had a minimal annual budget (excluding staffing costs) to



cover software licences and equipment such as cameras. The total budget for 2021 (including staffing) had been £75,320, though that did not include spending on the communications drone. This was because spending on communications activity was paid for by the specific service which required it, with the activity recommended by the Communications Team. As much work as possible was carried out in-house to minimise costs, with the Communications Team expanding its skill set and capabilities to accommodate this.

Covid-19 had been the exception to this principle, where some specific communications activity had been undertaken to support the Council's wider response. This had included the 'Shop Local Shop Safe' campaign (largely funded from the Reopening High Streets Safely Fund allocation), and the 2021 Summer Communications Campaign funded from general Covid-19 grant funding. The latter had had an allocated budget of £90,000 (which included contingency), of which £77,058 had been spent. Spending had largely been on advertising space – such as billboards and bus shelters ('out of home'), print and online media, banners etc.

There had also been some expenditure on additional capacity to support the Communications team, with freelance help procured for the Shop Local Shop Safe initiative, and some funding provided for casual staff to assist with social media activity at peak times.

### **Analysis of reach, understanding and action**

Members were informed that evaluation was an important part of communications, and was something the team had worked to develop over the past few years. Each month a 'Communications Snapshot' was created to take a high-level look at the effectiveness of various pieces of the team's work. This monthly report was submitted to Management Team, and then shared with the Senior Managers' Forum. As part of the ongoing development of monitoring and evaluation, the Communications Team was looking to focus more on outcomes than outputs; there was always, however, a balance to be struck between using available resources to carry out the required work and evaluating that work.

Individual campaigns could have evaluations carried out on them depending on their scope and requirements; the Summer Communications Campaign had had a full evaluation report written which had been presented to the Corporate Enforcement Group.

The Committee heard how it could be difficult to evaluate the success of communications, particularly when it related to information sharing, when there was a wide range of factors affecting behaviour. It could have been easier to achieve if a behaviour change campaign had been carried out, but again individuals' actions might have been driven by a number of factors. However, the Council could learn valuable lessons from the evaluation that it did conduct, such as around effectiveness; frequency of social media posting; uptake of press releases; and which topics would organically reach large numbers of people, and which would require more input.

### **Service user communications**

The Committee was made aware that all Council services would carry out direct communications with their 'customers' to varying degrees. More formal, regular communications, could take the form of annual billing or letters. Some services had a newsletter (mostly digital) for their direct service users; examples would be the Princes Theatre (weekly and monthly 'What's on' mail-outs, plus seasonal programmes), Economic Growth (a monthly business e-bulletin), council housing (quarterly) and Careline (twice-yearly newsletter to customers). It was noted that the frequency of those publications had been less rigid during the Covid-19 pandemic. Those were not overseen by the Communications Team, as per the function and structure outlined above, but the team was available for support and guidance, as required. Moving forward, if a new email communications software was introduced there could well be more centralisation of the templates and structure of this function.

It was also reported that, regarding internal 'service users', there had been regular staff newsletters in the past – the corporate newsletter had been paused during the pandemic as information was changing so rapidly, while a short-term 'by staff, for staff' newsletter was run by a team of staff volunteers. Members were also aware of the regular email bulletins to them by the Chief Executive. A piece of work was currently underway to review and refresh internal communications. Due to the Covid-19 pandemic and the Council's move to virtual committee meetings the Communications Team had begun live streaming public meetings so that people could watch remotely; this had continued even with the return to physical meetings to maintain transparency and engagement, and for those who felt uncomfortable returning to public venues. Figures had varied meeting to meeting but viewers had peaked at 32 at any one time for the Planning Committee, and the streams had average around 16 viewers across meetings.

The live stream response had been created in-house and at short notice due to the pressures of the pandemic and had been maintained pending development of a more formal solution – with the skills, technology and learning being used for other live streams outside of Committee meetings.

## **Marketing**

The Communications Manager reported that marketing had largely been undertaken by those services with a more commercial focus or approach, such as the Princes Theatre, Leisure Centres, and the Tourism Team in order to promote events such as the Clacton Airshow. The Communications Team had provided some support and advice if required, and had stepped into this arena to some degree during the pandemic with less conventional marketing of things such as the LoveTendring app, and a place marketing element to the Summer Communications Campaign. Communications had also acted as a central, corporate point to ensure messaging was both joined up, and cross-pollination opportunities maximised.

It was further reported that a Digital Marketing Apprenticeship post had been created in the Communications Team at the beginning of 2022 which, it was hoped, would strengthen the wider team's knowledge and capabilities in this area. To support content creation the Communications Team also operated a small drone, enabling it to collect aerial images and video of various council projects and at events, and the use of this was under continual development to identify suitable opportunities for its deployment.

The Chairman thanked the Communications Manager for the report and congratulated him and the rest of the Communications Team on their successful work.

After some discussion the Committee **RESOLVED** to **NOTE** the contents of the report.

**67. A.1 RECOMMENDATIONS MONITORING REPORT**

The Committee considered the updated Recommendations Monitoring Report, outlining any recommendations the Committee had sent to Cabinet, together with Cabinet's response thereto.

Having determined that no further action was required on the recommendations submitted, the Committee **RESOLVED** to **NOTE** the contents of the report.

**68. A.2 REVIEW OF THE WORK PROGRAMME**

The Committee reviewed its work programme.

The Chairman asked the Committee to start to consider, in readiness for a future meeting, what it might wish to be added to the upcoming 2022/23 Work Programme.

The Committee **RESOLVED** to **NOTE** the contents of the work programme.

**69. REPORT OF ASSISTANT DIRECTOR FINANCE & IT - A.4 - ANNUAL CAPITAL AND TREASURY STRATEGY FOR 2022/23 (INCLUDING PRUDENTIAL AND TREASURY INDICATORS)**

The Committee reviewed the Annual Capital and Treasury Strategy for 2022/23 (including the Prudential and Treasury indicators).

Members were informed that, at its meeting held on 25 February 2022, Cabinet had considered the Annual Capital and Treasury Strategy for 2022/23 (including the Prudential and Treasury Indicators) for consultation with the Resources and Services Overview and Scrutiny Committee.

At that meeting, Cabinet had resolved that:

*“(a) the Annual Capital and Treasury Strategy for 2022/23 (including Prudential and Treasury Indicators) be submitted to Full Council for its approval, subject to consultation with the Resources and Services Overview and Scrutiny Committee; and*

*(b) the Portfolio Holder for Corporate Finance and Governance be authorised to explore potential borrowing options associated with the redevelopment of the Honeycroft site for inclusion within the Annual Capital and Treasury Strategy that would be presented to Full Council on 29 March 2022.”*

A copy of the Portfolio Holder's report to Cabinet together with the Capital and Treasury Strategy 2022/23 was attached as appendices to the Report of the Assistant Director (Finance & IT).

Having considered the Strategy, it was:-

**RESOLVED** that the Committee notes the Annual Capital and Treasury Strategy for 2022/23 (including Prudential and Treasury Indicators) and confirms that it has no comments to make to Council on the Strategy.

**70. REPORT OF ASSISTANT DIRECTOR FINANCE & IT - A.5 - FINANCIAL PERFORMANCE REPORT - IN-YEAR PERFORMANCE AGAINST THE BUDGET AT THE END OF THE THIRD QUARTER 2021/22 AND LONG TERM FINANCIAL FORECAST UPDATE.**

The Committee had before it a report of the Assistant Director (Finance & IT) which provided it with an overview of the Council's financial position against the budget as at the end of December 2021 and which also presented it with an updated long term forecast.

Members were made aware that, at its meeting held on 25 February 2022, Cabinet had considered the same report and had resolved:-

*“(1) That, in respect of the financial performance against the budget at the end of December 2021, Cabinet agrees:*

*(a) that the position as at December 2021 be noted; and*

*(b) that the proposed in-year adjustments to the budget, as set out in Appendix H to item A.9 of the Report of the Corporate Finance & Governance Portfolio Holder, be made.*

*(2) That, in respect of the Updated Long Term Forecast, Cabinet agrees that the latest position be noted and that the Resources and Services Overview and Scrutiny Committee be consulted on the most up-to-date position.”*

Having duly considered the latest financial position and updated long term financial forecast it was:-

**RESOLVED** that the Committee notes the in-year financial position, as at the end of December 2021, together with the long term financial forecast update, and confirms that it has no comments or recommendations it wishes to make or put forward to the relevant Portfolio Holder or Cabinet on this occasion.

The meeting was declared closed at 10.30 pm

**Chairman**