

**MINUTES**  
**FINANCE & RESOURCES**  
**OVERVIEW AND SCRUTINY COMMITTEE**

**5 MARCH 2024**

**Members:**

Councillor Freedman (Chair)	Councillor Adeleke
Councillor Elliot (Vice-Chair)	Councillor Douris
Councillor Cox	Councillor Hannell
Councillor Stevens	Councillor Stewart
Councillor Reynolds	Councillor Pound
Councillor Santamaria	Councillor Guest
Councillor S Hobson	

**Officers:**

Aidan Wilkie (Strategic Director, People and Transformation)  
Nigel Howcutt (Chief Finance Officer)  
Mark Brookes (Assistant Director, Legal and Democratic Services)  
Matt Rawdon (Assistant Director, People)  
Ben Hosier (Head of Commercial Development)  
Shaj Choudhury (Head of Transformation)  
Tracy Lancashire (Customer Services Manager)  
Catherine Silva Donayre (Strategic Director, Corporate and Commercial) (Attended virtually)  
Trudi Angel (Democratic Support Officer)

**Also in attendance:**

Councillor Capozzi (Portfolio Holder for Corporate and Commercial)  
Councillor Weston (Portfolio Holder for People and Transformation)

**1. MINUTES**

The minutes of the previous meeting were approved as an accurate record and signed by the Chair.

**2. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor A Williams and Councillor Gale.

Councillor Douris substituted for Councillor A Williams.

Councillor Stevens substituted for Councillor Gale.

### **3. DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **4. PUBLIC PARTICIPATION**

There was no public participation.

### **5. CONSIDERATION OF ANY MATTER REFERRED TO THE COMMITTEE IN RELATION TO CALL-IN**

None.

### **6. ACTION POINTS FROM THE PREVIOUS MEETING**

An updated version of the action points table was circulated to the committee prior to the meeting. There was one action point from the February meeting outstanding and therefore would be carried over.

The Chair advised that all completed actions would remain open until the members who asked the questions were present to confirm they were satisfied with the responses.

### **7. FINANCIAL PERFORMANCE QUARTER 3 2023-24**

N Howcutt introduced the item and advised the purpose of the report was to provide details of the projected outturn for 2023-24 as at quarter 3 for the General Fund, Housing Revenue Account and the Capital Programme.

Please refer to the video minutes for full discussion.

#### Outcome

The committee noted the financial position for 2023-24 as at quarter 3.

### **8. QUARTER 3 PERFORMANCE REPORT – CORPORATE & COMMERCIAL**

C Silva Donayre introduced the item and advised the report would provide an update on service performance over quarter 3 2023/2024 for the Corporate & Commercial Directorate; including Commercial Development, Finance and Resources, and Legal and Democratic Services.

Please refer to the video minutes for full discussion.

#### Outcome

The Committee noted the performance of the service as set out in the report.

#### Actions

1. B Hosier to liaise with service provider to find out whether the electric vehicle charging points (EVCP) had been assessed for accessibility.
2. Cllr Weston asked N Howcutt to provide figures for any debts written off and the reasons.

## **9. QUARTER 3 PERFORMANCE REPORT – PEOPLE & TRANSFORMATION**

A Wilkie introduced the item and advised the purpose of the report was to provide the quarter 3 performance information for People, Transformation, Digital and ICT and Communications.

Please refer to the video minutes for full discussion.

### Outcome

The Committee noted the performance of the service as set out in the report.

## **10. PEOPLE SERVICE - UPDATE**

M Rawdon introduced the item and advised the purpose of the report was to provide the committee with a corporate staffing update and to highlight the associated the work programme.

Please refer to the video minutes for full discussion.

### Outcome

The Committee noted the report.

### Action

Cllr Hannell asked for the number (or percentage) of staff on sick pay.

## **11. CUSTOMER SERVICE - UPDATE**

S Choudhury introduced the item and advised the purpose of the report was to provide the committee with an update on the work being undertaken to improve performance within the Customer Services Unit.

Please refer to the video minutes for full discussion.

### Outcome

The Committee noted the report.

## **12. WORK PROGRAMME**

There were no changes to the work programme.

The meeting ended at 9.17 pm.