

To: All Members and Substitute Members of
the Overview & Scrutiny Committee -
Value for Money & Customer Service
(Other Members for Information)

When calling please ask for:
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Calls may be recorded for training or monitoring

Date: 31 August 2018

Membership of the Overview & Scrutiny Committee - Value for Money & Customer Service

Cllr Brian Adams
Cllr Mike Band
Cllr David Beaman
Cllr Nicholas Holder
Cllr Stephen Mulliner

Cllr Nabeel Nasir
Cllr David Round
Cllr Richard Seaborne
Cllr Bob Upton

Substitutes

Cllr Liz Townsend
Cllr Tony Gordon-Smith

Cllr John Ward

Members who are unable to attend this meeting must submit apologies by the end of Monday, 3 September 2018 to enable a substitute to be arranged.

Dear Councillor

A meeting of the OVERVIEW & SCRUTINY COMMITTEE - VALUE FOR MONEY & CUSTOMER SERVICE will be held as follows:

DATE: MONDAY, 10 SEPTEMBER 2018

TIME: 7.00 PM

PLACE: COUNCIL CHAMBER, COUNCIL OFFICES, THE BURYS,
GODALMING

The Agenda for the Meeting is set out below.

Yours sincerely

ROBIN TAYLOR
Head of Policy and Governance

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Waverley Corporate Strategy 2018 - 2023

Priority Theme 1: People

Priority Theme 2: Place

Priority Theme 3: Prosperity

Good scrutiny:

- is an independent, Member-led function working towards the delivery of the Council's priorities and plays an integral part in shaping and improving the delivery of services in the Borough;
 - provides a critical friend challenge to the Executive to help support, prompt reflection and influence how public services are delivered;
 - is led by 'independent minded governors' who take ownership of the scrutiny process; and,
 - amplifies the voices and concerns of the public and acts as a key mechanism connecting the public to the democratic process.
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NOTES FOR MEMBERS

Members are reminded that contact officers are shown at the end of each report and members are welcome to raise questions etc in advance of the meeting with the appropriate officer.

AGENDA

1. APPOINTMENT OF CHAIRMAN

To confirm the appointment of Cllr David Beaman as Chairman of the Committee for the remainder of the 2018/19 Council Year.

2. APPOINTMENT OF VICE CHAIRMAN

To confirm the appointment of Cllr Stephen Mulliner as Vice Chairman of the Committee for the 2018/19 Council Year.

3. MINUTES (Pages 7 - 12)

To confirm the Minutes of the Meeting held on 25 June 2018 (to be laid on the table 30 minutes before the meeting).

4. APOLOGIES FOR ABSENCE AND SUBSTITUTES

To receive apologies for absence and note any substitutions.

Members who are unable to attend this meeting must submit apologies by the end of Monday 3 September 2018 to enable a substitute to be arranged, if applicable.

5. DECLARATIONS OF INTERESTS

To receive Members' declarations of interests in relation to any items included on the agenda for this meeting, in accordance with Waverley's Code of Local Government Conduct.

6. QUESTIONS FROM MEMBERS OF THE PUBLIC

The Chairman to respond to any written questions received from members of the public in accordance with Procedure Rule 10.

7. QUESTIONS FROM MEMBERS

The Chairman to respond to any questions received from Members in accordance with Procedure Rule 11.

8. ECONOMIC STRATEGY

At its meeting on 25 June 2018, the VfM and Customer Service O&S Committee made several comments on the draft Economic Strategy. In light of these comments officers have worked with the consultants, held a Member workshop and held a tour of the borough in order to further improve the Strategy. The purpose of this item is to update the Committee on the work that has been carried out as a result feedback from various consultees. The Committee is asked to endorse the final Economic Strategy (to follow).

Recommendation

It is recommended that the VfM and Customer Service O&S Committee passes any final comments to officers and endorses the Economic Strategy to the Executive.

9. DRAFT HR STRATEGY 2018-2023 (Pages 13 - 28)

A new draft HR Strategy for 2018 – 2023 detailing the outline of our plans within HR, Learning & Development, Recruitment and Payroll.

Recommendation

It is recommended that the Value for Money and Customer Service O&S Committee considers the HR Strategy and passes any comments or observations to the Executive.

10. ANNUAL SCRUTINY REPORT 2017-2018 (Pages 29 - 56)

This Annual Scrutiny Report reflects on the progress of the new overview and scrutiny arrangements during the first full year of the committee cycle, April 2017 – March 2018. It includes a summary of the work undertaken by the committees, an analysis of the O&S survey and reflections by Members and officers taking part in the overview and scrutiny work.

Recommendation

It is recommended the Overview and Scrutiny Committees endorse the Annual Scrutiny Report and agree any observations or recommendations they wish to make to the Executive.

11. CORPORATE PERFORMANCE REPORT Q1 (APRIL - JUNE 2018) (Pages 57 - 94)

The aim of the Corporate Performance Report is to report a quarterly analysis of the council's performance. The Performance Report, providing performance analysis for the first quarter of 2018-19, is set out at Annexe 1. The report is being presented to each of the Overview and Scrutiny Committees for comment and any recommendations they may wish to make to the Executive.

Recommendation

It is recommended that the Overview & Scrutiny Committee considers the performance of the service areas under the remit of the committee as set out in Annexe 1 to this report and makes any recommendations to senior management or the Executive as appropriate.

12. TREASURY MANAGEMENT FRAMEWORK - CAPITAL STRATEGY (Pages 95 - 104)

The Council is required to have in place a Capital Strategy that sets out how capital expenditure and investment decision are made and reviewed. This

strategy is required to be approved by Council.

Recommendation

To endorse to the Executive that the proposed Capital Strategy be recommended to Council for approval.

13. BUDGET SHORTFALL COMMITMENTS - PROGRESS

To receive a verbal update on the targets set by Heads of Service to meet the budget shortfall as set out in the Budget papers of the January 2018 Committee.

14. BUDGET STRATEGY WORKING GROUP - PROGRESS UPDATE (Pages 105 - 108)

The purpose of this report is to update the Committee on the progress made so far by the Budget Strategy Working Group (BSWG) as it completes the first workstream and begins the second. The Committee is asked to endorse the approach to workstream 2 outlined in the report and recommend it to the Executive.

Recommendation

For the Value for Money and Customer Service OS Committee to endorse:

1. **the progress made so far by the Budget Strategy Working Group; and**
2. **the suggested approach to the workstream 2.**

15. COMMITTEE WORK PROGRAMME (Pages 109 - 120)

The Value for Money and Customer Service Overview and Scrutiny Committee, is responsible for managing its work programme.

The work programme includes items agreed at previous meetings and takes account of items identified on the latest Executive Forward Programme (Annexe 2) as due to come forward for decision.

A Scrutiny Tracker has been produced to assist the Committee in monitoring the recommendations that have been agreed at its meetings. The Tracker details the latest position on the implementation of these recommendations and is attached as Part C of the work programme.

Recommendation

Members are invited to consider their work programme and make any comments and/or amendments they consider necessary, including suggestions for any additional topics that the Committee may wish to add to its work programme.

16. EXCLUSION OF PRESS AND PUBLIC

To consider the following recommendation on the motion of the Chairman:

Recommendation

That pursuant to Procedure Rule 20 and in accordance with Section 100A(4) of the Local government Act 1972, the press and public be excluded from the meeting during consideration of the following items on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the items, there would be disclosure to them of exempt information (as defined by Section 100I of the Act) of the description specified in the appropriate paragraph(s) of the revised Part 1 of Schedule 12A to the Act (to be specified at the meeting).

17. PROPERTY INVESTMENT STRATEGY QUARTERLY PROPERTY ACQUISITION REPORT (Pages 121 - 122)

To consider the (exempt) report, attached.

18. ANY OTHER ITEMS TO BE CONSIDERED IN EXEMPT SESSION

To consider any other matters relating to aspects of any reports on this agenda which it is felt need to be considered in Exempt session.

Officer contacts:

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