

# Resources Overview & Scrutiny Committee 2022/23 - work programme

## Part 1 of 4: Recommendations made

| #              | Agenda Item  | Recommendation   | Meeting date | Made to   | Agreed? | Details  |
|----------------|--|--|--------------|-----------|---------|--|
| R22-09-27-11   | Annual Complaints Report                           | Resources O&S notes the information on performance at 5.1 of the report that 84% of all closed complaints were responded to within the target timescales and would welcome the outcome table at 6.1 showing a three year trend in subsequent reports.<br>It recommends to the Executive that the performance on response times to handling complaints is improved in the coming year.  | 27/09/22     | Executive | Agreed  | The Executive hoped the O&S would work with them to devise constructive strategies to deliver improvement. |
| R22-09-27-14   | Property Investment Advisory Board – Update Report | That the Executive receive a detailed report on Wey Court East to explain the rationale for the revised fit-out costs and to comment on the adequacy of the accompanying increase in the rent that is proposed.  | 27/09/22     | Executive | Agreed  | This will be undertaken in due course.   |
| R22-06-20-10.1 | Housing Allocations Task and Finish Group          | That the Executive implement the Group’s recommendations that with regard to the Housing Allocations policy:<br><br>1) The Council should keep the income threshold at £60,000 per annum and the savings threshold at £30,000. However, this should be reviewed by the Resources Overview and Scrutiny committee or another appropriate O&S committee within 12-18 months.<br>2) Establish a process to signpost applicants who are unable to join the housing register due to the income or savings | 20/06/22     | Executive | Agreed  | These recommendations were deemed compatible with the aims and objectives of the allocations policy.       |

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|         |                        | <p>threshold to Affordable Home Ownership Schemes notably shared ownership.</p> <p>3) Maintain the existing position that children will only be accommodated in one home even if a 50/50 residence arrangement exists. An exception will be made if there is a court order in place requiring this or if Surrey County Council Children’s Services (or an equivalent organisation elsewhere) provide compelling evidence that a second home is required.</p> <p>4) Only housing related debts such as rent arrears and deposit scheme debts to Waverley Borough Council, housing associations and to private landlords should be taken into account when considering eligibility for either inclusion on the housing register or the allocation of a property. Other debts owed to the Council such as council tax or housing benefit overpayments would be disregarded for these purposes. Housing related debts to private sector landlords is currently under review.</p> <p>5) Given the administrative burden in checking debts and that the average time someone is on the register is 2-3 years, it makes sense that checks at application stage are more light touch given an applicant’s debts status can change so much over time.</p> <p>6) Establish a process by which the Housing Options team signpost applicants unable to join the housing needs register due to debts to local debt advice charities.</p> <p>7) The Chair of the Housing Allocations Group and the Chair of Resources Overview and Scrutiny to write a joint letter the Secretary of State for Housing, Levelling Up and Communities to reiterate the need for the importance of ensuring the Local Housing Allowance (LHA) rates properly reflect rents in Farnham.</p> |          |           |        |  |
| R22-06- | Godalming Regeneration | That the Executive accepts the recommendations in para 2 of the report to:   | 20/06/22 | Executive | Agreed |  |

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| 20-15.1 | Project:<br>Update | i) Agree to change the name of the Burys Development Project to the Central Godalming Regeneration Project.<br>ii) Recommend to Council to approve a supplementary estimate of £164,000 to progress the project to the next phase (3), including preliminary public engagement, to be funded from the Property Investment reserve. |  |  |  |  |
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## Part 2 of 4: Other resolutions

| #   | Agenda Item                              | Resolution   | Meeting date | Status    | Actioned to                  | Timescale      | Details of current status  |
|-----|--|--|--------------|-----------|------------------------------|----------------|--|
| 6.1 | Corporate Performance Report Q.1 2022-23 | Respond to Cllr Hyman's query about i-gels in relation to video conferencing and costs involved with potentially changing to other technology in the future. | 27/09/2022   | Completed | Business Transformation team | November 2022  | The i-gels are not a recent purchase and are fully depreciated. Many were purchased second hand. The replacement will be a combination of a) an alternative thin client which have been tested with Teams and Zoom and b) laptops. |
| 6.2 | Corporate Performance Report Q.1 2022-23 | Circulate updated Business Transformation dashboard.   | 27/09/2022   | Complete  | Business Transformation team | November 2022  | Sent by email to all committee members.  |
| 6.3 | Corporate Performance Report Q.1 2022-23 | Respond to Cllr Mulliner on the projected savings from the BT Programme  | 27/09/2022   | Pending   | Business Transformation team | November 2022  | This inquiry has been sent to the team for response.   |
| 6.1 | Community Infrastructure Levy            | Convey Cllr Furniss' comments about a two stage application process to the CIL Advisory Board  | 20/06/2022   | Completed | Principal Planning Officer   | August 2022    | Comments shared with the Board's chair via Executive Briefing.   |
| 7.1 | Corporate Performance Report Q.4 2021-22 | Add an additional column on the General Fund Account Summary Table to show projected outturn   | 20/06/2022   | Completed | Head of Finance and Property | September 2022 |  |

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| 14.1 | Work Force Profile | A further report to be brought to the next meeting which:<br>i) examines data from exit interviews and identified key trends;<br>ii) examines the long-term impact of career breaks and maternity leave on the gender pay gap; and<br>iii) addresses the key issues facing the Council in terms of recruitment and retention. | 20/06/2022 | Completed | Head of Policy & Governance / Human Resources | September 2022 | On the agenda for September 2022 meeting. |
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## Part 3 of 4: Upcoming items

| #  | Title   | Purpose for scrutiny  | Leader Member/Officer                     | Date for O&S consideration | Date for Executive decision (if applicable) |
|----|---|---|---|----------------------------|---|
| R1 | Collaboration with Guildford                              | Receive an update on the progress towards a joint management team   | Tom Horwood                               | Standing                   | N/A   |
| R2 | Business Transformation                                   | Receive an update on progress and savings realisation   | Robin Taylor                              | Standing                   | N/A   |
| R3 | Property Investment Advisory Board Activity update report | Receive a report updating the Committee on the progress and activity of the Property Investment Advisory Board      | Marieke van der Reijden                   | Standing                   | N/A   |
| R4 | Property Investment quarterly report (exempt)             | Receive an item detailing the performance of property portfolio   | Marieke van der Reijden                   | Standing                   | N/A   |
| R5 | Hybrid Working  | To receive updates on how the Council is responding to the opportunities and challenges presented by remote working | Robin Taylor                              | Standing                   | N/A   |
| R6 | Housing Development Update                                | Receive an update on the current council housing developments.  | Louisa Blundell                           | Standing                   | N/A   |
| 1  | Service Plans 2023 - 26                                   | Scrutinise the three-year rolling service plans for the service areas under the remit of this Committee.            | Executive Heads of Service / Louise Norie | Jan 2023                   | Feb 2023                                    |
| 2  | General Budget 2023-24 and Medium-Term Financial Plan     | Consider the draft budget and MTFP  | Peter Vickers                             | Jan 2023                   | Feb 2023                                    |

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|   | 2023/24 -<br>2026/27                                 |  |                               |          |          |
| 3 | Housing Revenue Account Budget Paper 2022-23         | Scrutinise the draft Housing Revenue Account– Revenue Budget and Capital programme 2022/23   | Andrew Smith                  | Jan 2023 | Feb 2023 |
| 4 | Capital Strategy 2023/28                             | Consider the draft Capital Strategy 2022/27 incorporating Treasury Management Strategy and Asset Investment Strategy                 | Peter Vickers                 | Jan 2023 | Feb 2023 |
| 5 | Asset Management                                     | To receive a briefing on asset management within the HRA   | Andrew Smith                  | Mar 2023 | N/A      |
| 6 | Homelessness Strategy, Action Plan and Update Report | Scrutinise a revised Strategy and Action Plan, and review an update on the Council's effort to prevent homelessness in the past year | Andrew Smith / Michael Rivers | Nov 2022 | N/A      |

## Part 4 of 4: Task and Finish groups

| Subject                    | Objective   | Key issues   | Chair  | Lead officer                | Status   | Progress                                  | Target Completion Date |
|----------------------------|---|--|--|-----------------------------|--|---|------------------------|
| Housing Revenue Account    | To scrutinise the upcoming strategic review and stock condition survey of Waverley's Council homes  | N/A  | N/A  | Mark Mills                  | Discontinued due to imminent arrival of HRA strategic review | Discontinued                              | N/A                    |
| Housing allocations policy | <p>The objective of the review is to confirm that the allocation scheme:</p> <ul style="list-style-type: none"> <li>• is fit for purpose and delivering fair, transparent and efficient access to social housing</li> <li>• reflects current statutory and regulatory requirements, and</li> <li>• reflects local housing need</li> </ul> | <ul style="list-style-type: none"> <li>• Does the scheme meet statutory and regulatory requirements?</li> <li>• Who has been successful in accessing social housing?</li> <li>• Do stakeholders understand the scheme?</li> <li>• Does the scheme reflect local housing need?</li> </ul> | Cllr George Wilson, Cllr Michaela Wicks (vice-chair) | Michael Rivers / Mark Mills | Completed  | Report accepted by Executive in July 2022 | June 2022              |

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|  | and<br>affordability,<br>and<br>• is managed<br>by team with<br>sufficient<br>resources to<br>administer it<br>effectively |  |  |  |  |  |  |
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