

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

## Part 1 of 4: Recommendations made

Ref	Agenda Item	Recommendation	Meeting date	Made to	Agreed?	Details
R22-11-21-9	Sustainable Procurement Policy	To approve the draft Sustainable Procurement Policy	21/11/2022	Executive	Agreed	Executive adopted the policy at a meeting on Jan 17 <sup>th</sup> .
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. 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:  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	20/06/22	Executive	Agreed	These recommendations were deemed compatible with the aims and objectives of the allocations policy.

		<p>Resources Overview and Scrutiny committee or another appropriate O&amp;S committee within 12-18 months.</p> <ol style="list-style-type: none"> <li>2) Establish a process to signpost applicants who are unable to join the housing register due to the income or savings threshold to Affordable Home Ownership Schemes notably shared ownership.</li> <li>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.</li> <li>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.</li> <li>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.</li> <li>6) Establish a process by which the Housing Options team signpost applicants unable to join the housing</li> </ol>				
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		<p>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>				
R22-06-20-15.1	Godalming Regeneration Project: Update	<p>That the Executive accepts the recommendations in para 2 of the report to:</p> <ul style="list-style-type: none"> <li>i) Agree to change the name of the Burys Development Project to the Central Godalming Regeneration Project.</li> <li>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.</li> </ul>	20/06/22	Executive	Agreed	

## Part 2 of 4: Other resolutions

Ref	Agenda Item	Resolution	Meeting date	Status	Actioned to	Timescale	Details of current status
7.1	Work programme	Discuss possibility of the Committee having informal discussions or briefings with Executive Heads of Service about service plans prior to them being formally considered and present options to the Chair and Vice-chair.	21/11/2022	Pending	Robin Taylor	January 2022	
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	20/06/2022	Completed	Principal Planning Officer	August 2022	Comments shared with the Board's chair via Executive Briefing.

		process to the CIL Advisory Board					
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	
14.1	Work Force Profile	A further report to be brought to the next meeting which: i) examines data from exit interviews and identified key trends; ii) examines the long-term impact of career breaks and maternity leave on the gender pay gap; and 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.

## Part 3 of 4: Upcoming items

<b>Ref</b>	<b>Title</b>	<b>Purpose for scrutiny</b>	<b>Leader Member/Officer</b>	<b>Date for O&amp;S consideration</b>	<b>Date for Executive decision (if applicable)</b>
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	Assets Investment Advisory Board Activity update report	Receive a report updating the Committee on the progress and activity of the Assets Investment Advisory Board	Peter Vickers	Standing	N/A
R4	Property Investment quarterly report (exempt)	Receive an item detailing the performance of property portfolio	Peter Vickers	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	General Budget 2023-24 and Medium-Term Financial Plan 2023/24 - 2026/27	Consider the draft budget and MTFP	Peter Vickers / Rosie Plaistowe	Jan 2023	Feb 2023
2	Housing Revenue	Scrutinise the draft Housing Revenue Account– Revenue Budget and Capital programme 2022/23	Andrew Smith	Jan 2023	Feb 2023

	Account Budget Paper 2022-23				
3	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
4	Asset Management	To receive a briefing on asset management within the HRA	Andrew Smith / Hugh Wagstaff	Mar 2023	N/A
5	Corporate Performance Report Q.3 2022/23	Scrutinise the performance of the areas and KPIs within the Committee's remit	Executive Heads of Service / Jenny Sturgess	Mar 2023	N/A
6	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	Mar 2023	June 2023
7	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 2023	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	The objective of the review is to confirm that the allocation scheme: <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 and affordability, and</li> <li>• is managed by team with sufficient resources to administer it effectively</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