

## MATTERS ARISING FROM THE PREVIOUS MINUTES

### Executive Summary

This report provides an update on matters arising from the previous meetings of the Overview and Scrutiny Committee. The details summarise the progress made on achieving the desired outcomes from decisions taken by the Committee and requests from individual Elected Members. Once an action has been closed and the outcome reported to the Committee it will be removed from future reports.

Actions arising from the Committee are managed through the Council's Action Management system which was developed to capture and monitor the actions arising from (i) meetings of the Council and (ii) Internal Audit Reviews.

This is the a regular report that is brought the Committee and covers the actions identified at the previous meetings. The next version of this report, listing any actions previously identified together with the progress achieved shall be brought to the next meeting of the Overview and Scrutiny Committee on 21 February 2022.

### Recommendations

The Committee is requested to:

**RESOLVE That** the report be noted.

The Committee has the authority to determine the recommendation set out above.

<b>Background Papers:</b>	None.
<b>Reporting Person:</b>	Aadam Ahmed, Scrutiny and Democratic Services Officer Email: Aadam.ahmed@woking.gov.uk, Extn: 3056
<b>Contact Person:</b>	Aadam Ahmed, Scrutiny and Democratic Services Officer Email: Aadam.ahmed@woking.gov.uk, Extn: 3056
<b>Portfolio Holder:</b>	Councillor Ayesha Azad Email: cllrayesha.azad@woking.gov.uk
<b>Shadow Portfolio Holder:</b>	Councillor Ann-Marie Barker Email: cllrann-marie.barker@woking.gov.uk
<b>Date Published:</b>	14 January 2022

REPORT ENDS

## Update on Actions Arising from the Overview and Scrutiny Committee

13 September 2021

1.0		Agenda Item 7 - Work Programme
1.1	<b>Action</b>	To advise whether the review of play areas could be moved forward from early 2023 to late 2022 following a request by the Chairman of the Committee.
	<b>Progress</b>	The review of play areas will come to the Committee meeting on 21 November 2022.
	<b>Responsible Person</b>	Geoff McManus
	<b>Status</b>	Closed

2.0		Agenda Item 9 – Overview and Scrutiny Guidance by the MHCLG
2.1	<b>Action</b>	A communications plan be established on the work of the Overview and Scrutiny Committee which would promote the work of the Committee within the resources available.
	<b>Progress</b>	Research has been completed and a strategy will be consulted on with the Communications Team.
	<b>Responsible Person</b>	Aadam Ahmed
	<b>Status</b>	Open

<b>3.0</b>		<b>Agenda Item 11 – Performance and Financial Monitoring Information.</b>
<b>3.1</b>	<b>Action</b>	To consider whether future Green Books can provide data for refuse collections made on time for each type of refuse, as requested by Councillor Kirby.
	<b>Progress</b>	We currently provide performance data consistently with other partners which normally reflects a small proportion of missed collections relative to the scale of the operation across the borough each week. As part of the waste management service report scheduled for January 2022 officers will be in attendance to talk through the processes in place to monitor waste collections and consider any further reporting information which could be made available for members.
	<b>Responsible Person</b>	Geoff McManus
	<b>Status</b>	Open

---

Update on Actions Arising from the Overview and Scrutiny Committee

22 November 2021

<b>1.0</b>		<b>Agenda Item 7 – Celebrate Woking Review and Forward Plan</b>
<b>1.0</b>	<b>Action</b>	Find out if any of the feedback and suggestions given by the Committee was taken forward in the Celebrate Woking Proposals
	<b>Progress</b>	Riette Thomas confirmed that some feedback and suggestions had been incorporated into the proposals. She is now in the process of speaking to community groups and partners and hopes to have a more detailed programme and list of community events by the end of January.
	<b>Responsible Person</b>	Aadam Ahmed
	<b>Status</b>	Closed

<b>2.0</b>		<b>Agenda Item 9 – Overview and Scrutiny Protocol</b>
<b>2.1</b>	<b>Action</b>	Clarification on the following points: <ol style="list-style-type: none"> <li>1. Can an item for recommendation be called in?</li> <li>2. Can a decision be called in more than once (if not acted upon by the Executive).</li> </ol>
	<b>Progress</b>	The current advice from Officers is that at present the protocol to be followed for Call-ins has to be accordance with the Constitution. The Constitution is silent on both these points. The questions may therefore require further

**Matters Arising from the Previous Minutes**

		debate by the Council and any suggested amendments could be incorporated into the next review of the Constitution.
	<b>Responsible Person</b>	Aadam Ahmed / Frank Jeffrey
	<b>Status</b>	Closed
2.2	<b>Action</b>	Correction of grammatical errors in the protocol document.
	<b>Progress</b>	The errors raised at the meeting on 22 November 2021 have been corrected.
	<b>Responsible Person</b>	Aadam Ahmed
	<b>Status</b>	Closed

<b>3.0</b>		<b>Agenda Item 13 – Housing Infrastructure Fund Scrutiny Review</b>
3.1	<b>Action</b>	An Overview and Scrutiny Task Group be established to look at the housing element of the Housin Infrastructure Fund.
	<b>Progress</b>	The Terms of Reference have been circulated to Members and an informal meeting of the Task Group was held on 20 January 2022. A verbal update will be provided.
	<b>Responsible Person</b>	Aadam Ahmed/ Giorgio Framallicco/ Frank Jeffrey
	<b>Status</b>	Open

**Matters Arising from the Previous Minutes**

---