

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 November 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.

| | |
|---------------------------------|---|
| Background Papers: | None. |
| Reporting Person: | Councillor Ayesha Azad cllrayesha.azad@woking.gov.uk |
| Portfolio Holder: | Councillor Ann-Marie Barker cllrann-marie.barker@woking.gov.uk |
| Shadow Portfolio Holder: | Councillor Ayesha Azad cllrayesha.azad@woking.gov.uk |
| Date Published: | 7 October 2022 |

Update on Actions Arising from the Overview and Scrutiny Committee

26 September 2022

| Minute 3 | | Matters Arising from the Previous Minutes |
|----------|---------------------------|--|
| 3.1 | Action | It was proposed that, as the responsibilities of NVH were taken in-house, the monitoring of complaints should continue be undertaken in a comparable approach. Furthermore, it was suggested that the Committee should at a future stage review the overall scrutiny of complaints to rationalise the reporting. |
| | Progress | It has been proposed that the most appropriate place to report monitoring of complaints would be in the Housing Facts and Figures report that the Housing Task Group receives periodically. |
| | Responsible Person | Adam Walther/Louise Strongitharm |
| | Status | Ongoing |

| Minute 6 | | Guide to Scrutiny of Risk and Commercialisation |
|----------|---------------------------|--|
| 6.1 | Action | Training was to be arranged for Members on scrutinising risk management. |
| | Progress | Training has been arranged for the evening 12 October 2022. All Councillors have been invited to attend. |
| | Responsible Person | Pino Mastromarco/Frank Jeffrey |
| | Status | Completed |

Matters Arising from the Previous Minutes

| Minute 9 | | Performance and Financial Monitoring Information Review |
|-----------------|---------------------------|--|
| 9.1 | Action | The Committee recommended that the Treasury Management Information be retained in the proposed Working For All Performance Report as an appendix. |
| | Progress | The Executive resolved that the revised structure and content of the Performance and Financial Monitoring Information, as set out in the report, be agreed, with Treasury Management Information to be held in a central location and referenced to the report with quarterly changes noted in the report. |
| | Responsible Person | Councillor Ayesha Azad |
| | Status | Completed |

| Minute 10 | | Review of the Constiution |
|------------------|---------------------------|---|
| 10.1 | Action | The Committee recommended that the the period in which the three consultee actions; All Member Workshops/Feedback Sessions; Consultation with CLT and Senior Managers; and Executive and CLT Meeting be extended to reflect the postponed Overview and Scrutiny Committee of 12 September 2022. |
| | Progress | Joanne McIntosh accepted the recommendation to extend the period as needed. |
| | Responsible Person | Joanne McIntosh |
| | Status | Completed |
| 10.2 | Action | The Committee recommended that the timetable to review and rewrite the Constitution be extended to allow more consultation. |
| | Progress | Joanne McIntosh accepted the recommendation to extend the timeline as needed. |
| | Responsible Person | Joanne McIntosh |
| | Status | Completed |

Matters Arising from the Previous Minutes

| Minute 11 | | Work Programme |
|------------------|---------------------------|---|
| 11.1 | Action | Chairman Azad requested that the three Suggested Additions to the Work Programme; 'Biannual Overview of Complaints Report', 'Overview and Scrutiny Committee Communications Plan' and 'Pre-Decision Scrutiny – Risk Management Update', be tabled by the end of the Municipal Year. |
| | Progress | The Overview and Scrutiny Committee Communications Plan has been added to the Work Programme for 23 January 2023. The remaining items continue to be discussed to ensure they are scheduled as soon as it is appropriate to do so. |
| | Responsible Person | Various |
| | Status | Ongoing |
| 11.2 | Action | Discuss with the appropriate Officer, Tracey Haskins, the possibility of splitting the Insulation and Energy Efficiency Report that is due to be presented to the Overview and Scrutiny Committee on 21 November 2022. It was further proposed that the Insulation section be reported at the earlier Overview and Scrutiny Committee due to be held on 17 October 2022. |
| | Progress | The potential was discussed with the Reporting Officer but it was deemed not practicable due to the two topics being so closely related. |
| | Responsible Person | Toby Nash/Tracey Haskins |
| | Status | Completed |

REPORT ENDS