



WOKING BOROUGH COUNCIL

Overview and Scrutiny Work Programme

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INTRODUCTION TO WOKING BOROUGH COUNCIL'S

OVERVIEW AND SCRUTINY WORK PROGRAMME

This Overview and Scrutiny Work Programme is published with the purpose of assisting the Council in its overview and scrutiny role. The Work Programme covers the following areas:

- Items for consideration at future meetings of the Overview and Scrutiny Committee.
- An extract from the latest version of the Council's Forward Plan.
- Any Scrutiny Review Topics proposed by Members of the Council for inclusion on the Work Programme.
- Any topics identified for pre-decision scrutiny.
- Details of the current Task Groups under the Committee's remit.

The Work Programme is designed to assist the Council with its overview and scrutiny role by providing Members with an indication of the current workload, subjects to be considered for review and items which the Executive expects to consider at its future meetings, so that matters can be raised beforehand and/or consultations undertaken with a Member of the Executive prior to the relevant meeting.

The Committee

Chairman: Councillor D E Hughes

Vice-Chairman: Councillor M Whitehand

Councillor J Bond

Councillor R Mohammed

Councillor G G Chrystie

Councillor M I Raja

Councillor S Hussain

Councillor C Rana

Councillor J R Sanderson

2020/21 Committee Dates

- 15 June 2020
- 13 July 2020
- 14 September 2020
- 19 October 2020
- 23 November 2020
- 21 December 2020
- 25 January 2021
- 22 February 2021
- 22 March 2021

Suggested Additions to the Work Programme

Decision to be Taken	Proposed by	Officer Comment
<p>Safer Working Partnership – Community Safety Plan. The Police and Justice Act 2006 gave local authorities responsibility for considering crime and disorder matters. In 2010 the Committee agreed that the Safer Working Partnership Plan would be brought forward annually for scrutiny.</p>	<p>Chairman and Vice-Chairman</p>	<p>It was scheduled to be viewed at the meeting on 23 March 2020, which was cancelled due to the Covid outbreak.</p>
<p>Investment Strategy. To understand the Council's position on funding for projects and schemes such as the Flood Alleviation Plan, due to Covid-19.</p>	<p>Chairman and Vice-Chairman</p>	
<p>Climate Change Emergency. To understand what actions have been taken since the Climate Change Emergency had been declared.</p>	<p>Chairman and Vice-Chairman</p>	

Overview and Scrutiny Committee Meeting – 21 December 2020

Decision to be Taken	Consultation	Background Documents	Contact Person
Performance Management			
Performance & Financial Monitoring Information. For the Committee to consider the current publication of the Performance & Financial Monitoring Information (Green Book)	None	None	Chairman
Matters for Determination			
Work Programme. For the Committee to receive the updated Work Programme.	None	None	Hanna Taylor
Matters for Consideration			
Serco. To receive an update on Service KPI's, planned works, recruitment capacity and future aspirations of joint working.	None	None	Geoff McManus
Corporate Peer Review. To receive an update on the recommendations from the Corporate Peer Review.	None	None	Ray Morgan
Task Group Updates			
Task Group Update. To receive an update on the work of the Task Groups under the remit of the Committee.	None	None	Chairman

Overview and Scrutiny Committee Meeting – 25 January 2021

Decision to be Taken	Consultation	Background Documents	Contact Person
Performance Management			
Performance & Financial Monitoring Information. For the Committee to consider the current publication of the Performance & Financial Monitoring Information (Green Book)	None	None	Chairman
Matters for Determination			
Work Programme. For the Committee to receive the updated Work Programme.	None	None	Hanna Taylor
Matters for Consideration			
Joint Waste Management Performance Review. To review the changes implemented since the last review.	None	None	Richard Bisset
Freedom Leisure. For the Committee to receive an annual review and an update since the 2019/20 review.	None	None	Angela Baillie Steve May
Play Area Maintenance. To review the maintenance work completed since the last update in November 2019, and whether the programme can be changed from 25 years to a shorter period.	None	None	Arran Henderson Tracey Haskins
Task Group Updates			

Task Group Terms of Reference Review. For the Committee to receive the three task group draft Terms of Reference for review.	None.	None.	Chairman
Task Group Update. To receive an update on the work of the Task Groups under the remit of the Committee.	None	None	Chairman

Overview and Scrutiny Committee Meeting – 22 February 2021

Decision to be Taken	Consultation	Background Documents	Contact Person
Performance Management			
Performance & Financial Monitoring Information. For the Committee to consider the current publication of the Performance & Financial Monitoring Information (Green Book)	None	None	Chairman
Matters for Determination			
Work Programme. For the Committee to receive the updated Work Programme.	None	None	Hanna Taylor
Matters for Consideration			
Freedom of Information Requests. To review the statistics and requests that proceed to the Information Commissioners Office.	None	None	Hanna Taylor
Overview of Complaints Received and Contract Review. For the Committee to review the complaints for 2020 and identify any trends. The Committee wish to review some areas of the contract.	None	None	Joanne McIntosh New Vision Homes
Task Group Updates			
Task Group Update. To receive an update on the work of the Task Groups under the remit of the Committee.	None	None	Chairman

Overview and Scrutiny Committee Meeting – 22 March 2021

Decision to be Taken	Consultation	Background Documents	Contact Person
Performance Management			
Performance & Financial Monitoring Information. For the Committee to consider the current publication of the Performance & Financial Monitoring Information (Green Book)	None	None	Chairman
Matters for Determination			
Work Programme. For the Committee to receive the updated Work Programme.	None	None	Hanna Taylor
Matters for Consideration			
Family Centres Update. For the Committee to receive an update a year on from the consultation that determined the re-modelling of the remaining Children’s Centres in the Borough to create Family Centres as part of a wider Family Service, led by Woking Borough Council.	None	None	Adam Thomas
Freedom Leisure. Update from FL, to compare questionnaire results, a year on from the last survey.	None	None	Angela Baillie
Annual Report of the Overview & Scrutiny Committee.	None	None	Chairman

Task Group Updates

Task Group Update. To receive an update on the work of the Task Groups under the remit of the Committee.

None

None

Chairman

Latest Version of the Forward Plan

The Forward Plan gives an indication of the decision to be taken by the Executive. Published monthly, the Forward Plan has traditionally given an indication of the decisions to be taken over the following four months.

19 November 2020

Key Decision	Subject	Decision to be taken	Consultation (Undertaken prior to the meeting unless otherwise stated)	Background Documents	Contact Officer
Yes	Review of Fees and Charges 2021-22	To recommend to Council that the discretionary Fees and Charges for 2021-22 be approved.	Cllr Ashall, Portfolio Holder, and service users where appropriate.	None.	Chief Finance Officer (Leigh Clarke)
Yes	Next Steps Accommodation Programme	To recommend to Council a property acquisition, subject to Government grant funding being secured, in order to enable the Council to provide suitable move-on accommodation for rough sleepers who have been accommodated during the Covid-19 pandemic and prevent their return to the streets.	Cllr Harlow, Portfolio Holder.	None.	Director of Housing (Louise Strongitharm)
Yes	Management Arrangements	To consider a proposal for future key project management arrangements.	Cllr Azad, Leader of the Council.	None.	Chief Executive (Ray Morgan)

No	Calendar of Meetings 2021-22	To recommend to Council the Calendar of Meetings for 2021-22.	Cllr Azad, Portfolio Holder.	None.	Director of Legal and Democratic Services (Peter Bryant)
No	Draft General Fund Budget 2021-22	To receive the draft General Fund 2021-22 for the purpose of finalising proposals for service budgets and Council Tax.	Cllr Ashall, Portfolio Holder, and Business Managers.	None.	Chief Finance Officer (Leigh Clarke)
No	Draft Housing Revenue Account Budget Update 2021-22	To receive the draft Housing Revenue Account estimates 2021-22 for the purposes of finalising proposals for service.	Cllr Ashall, Portfolio Holder, and Business Managers.	None.	Chief Finance Officer (Leigh Clarke)
Yes	Draft Investment Programme 2020-21 to 2024-25	To receive the draft Investment Programme.	Cllr Ashall, Portfolio Holder, and Business Managers.	None.	Chief Finance Officer (Leigh Clarke)
No	Health and Wellbeing Strategy	To update the Executive on the Strategy.	Cllr Harlow, Portfolio Holder, Internal Officers.	None.	Director of Community Services (Julie Fisher)
No	Woking Football Club and Associated Developments	To note the report.	Cllr Azad, Leader of the Council.	None.	Chief Executive (Ray Morgan)
No	Performance and Financial Monitoring Information	To consider the Performance and Financial Monitoring Information contained in the Green Book.	Cllr Azad, Portfolio Holder.	None.	Chief Finance Officer (Leigh Clarke)
No	Monitoring Reports - Projects	To provide quarterly reports on the progress of projects in the interests of financial prudence and corporate governance.	Cllr Azad, Portfolio Holder.	None.	Chief Executive (Ray Morgan)

Special Grants Executive - 10 December 2020

Key Decision	Subject	Decision to be taken	Consultation (Undertaken prior to the meeting unless otherwise stated)	Background Documents	Contact Officer
Yes	Applications for Financial Assistance 2021/22	To receive the annual report on applications for the Community Support Scheme for the 2021/22 financial year.	Cllr Ashall, Portfolio Holder, Internal Officers.	None.	Chief Executive (Ray Morgan)
No	Age UK Surrey - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	Byfleet Bowls Club - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	Cherry Trees - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
Yes	Citizens Advice Woking - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	Community Advice Forum - Application for Financial Assistance	To determine the application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)

Yes	Coram Life Education - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	Crossroads Care Surrey - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	Engage Woking Schools - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	Friends of the Elderly - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder Internal Officers.	None.	Chief Executive (Ray Morgan)
No	GASP Motor Project - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	Headway Surrey - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers,	None.	Chief Executive (Ray Morgan)
No	Home-Start Runnymede and Woking - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	Inclusive Intergenerational Dance - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	Intergenerational Music Making - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)

No	Jigsaw (South-East) - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
Yes	LCAG Lift Up Together and Little Minions - Application for Financial Assistance	To determine the application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	Let's Read Ltd - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
Yes	LinkAble - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
Yes	MASCOT - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
Yes	Mayford Village Hall - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	Mediation Surrey - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	Outline - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	Relate West Surrey - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)

No	Sight for Surrey - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	Surrey Care Trust - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	Surrey Drug and Alcohol Care Ltd - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	Surrey North Area Cruse Bereavement Care - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	Surrey Welfare Rights Unit - Application for Financial Assistance	To determine the grant application	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	TALK Surrey CIO - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	The Brigitte Trust - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	The Club at Old Woking - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	The Counselling Partnership - Application for Financial Assistance	To determine the application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)

Yes	The Lighthouse - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
Yes	The Maybury Centre Trust - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	The Therapy Garden - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	The Useful Wood Company - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
Yes	The Woking Community Furniture Project - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
Yes	Trinity Methodist Church (ROC Woking) - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	West Surrey Family History Society - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	Woking Age Concern - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)

No	Woking and District Men's Shed - Application for Financial Assistance	To determine the application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
Yes	Woking and Sam Beare Hospices - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	Woking and Weybridge Branch of Parkinson's UK - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	Woking Blackhawks Basketball Club - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
Yes	Woking Community Transport (Bustler) - Application for Financial Assistance	To determine the grant application.	Cllr Ashall. Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
Yes	Woking Community Transport (Town Centre Buggy) - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	Woking Family Contact Centre - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	Woking High School Academy Trust - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)

No	Woking Parks Bowls Club - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	Woking People of Faith - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	Woking Shopmobility - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	Woking Street Angels - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder Internal Officers	None.	Chief Executive (Ray Morgan)
No	Woking Strokeability - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	Woking Talking Newspaper (1988) Association - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
Yes	Woking United Reformed Church Charity - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
No	Woodham Parish Hall - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)

Yes	York Road Project - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)
Yes	Your Sanctuary - Application for Financial Assistance	To determine the grant application.	Cllr Ashall, Portfolio Holder. Internal Officers.	None.	Chief Executive (Ray Morgan)

14 January 2021

Key Decision	Subject	Decision to be taken	Consultation (Undertaken prior to the meeting unless otherwise stated)	Background Documents	Contact Officer
No	Regulation of Investigatory Powers Act 2000 - IPSO Report	To receive the IPSO report and agree any necessary resulting actions.	Cllr Azad, Portfolio Holder.	None.	Director of Legal and Democratic Services (Peter Bryant)
No	Performance and Financial Monitoring Information	To consider the Performance and Financial Monitoring Information contained in the Green Book.	Cllr Azad, Portfolio Holder.	None.	Chief Finance Officer (Leigh Clarke)

4 February 2021

Key Decision	Subject	Decision to be taken	Consultation (Undertaken prior to the meeting unless otherwise stated)	Background Documents	Contact Officer
Yes	General Fund, Service Plans, Budgets and Prudential Indicators 2021-22	To recommend to Council the General Fund, Service Plans, Budgets and Prudential Indicators for 2021-22.	Cllr Ashall, Portfolio Holder, Business Managers.	None.	Chief Finance Officer (Leigh Clarke)
Yes	Housing Revenue Account Budgets 2021-22	To recommend to Council the Housing Revenue Account Budgets for 2021-22.	Cllr Ashall, Portfolio Holder, Business Managers.	None.	Chief Finance Officer (Leigh Clarke)
Yes	Investment Programme 2020-21 to 2024-25	To recommend to Council the full review of the Investment Programme and priorities.	Cllr Ashall, Portfolio Holder, Business Managers, Finance Task Group.	None.	Chief Finance Officer (Leigh Clarke)
Yes	Capital, Investment and Treasury Management Strategies	To recommend to Council the Capital, Investment and Treasury Management Strategies for 2021-22.	Cllr Ashall, Portfolio Holder.	None.	Chief Finance Officer (Leigh Clarke)
Yes	Housing Management and Maintenance Service	To recommend to Council that the delivery approach for Housing Management and Maintenance Services from 1 April 2022 be confirmed (following resident consultation).	Cllr Harlow, Portfolio Holder and Housing Task Group, tenant and leaseholder consultation.	None.	Director of Housing (Louise Strongitharm)

No	Churchyard Closure and Transfer of Maintenance Responsibility – St Mary The Virgin Horsell	The Executive is requested to resolve that the responsibility for the maintenance of the closed churchyard at St Mary The Virgin Horsell is transferred to Woking Borough Council.	Cllr Davis, Portfolio Holder.	None.	Director of Neighbourhood Services (Geoff McManus)
No	Performance and Financial Monitoring Information	To consider the Performance and Financial Monitoring Information contained in the Green Book.	Cllr Azad, Portfolio Holder.	None.	Chief Finance Officer (Leigh Clarke)
No	Monitoring Reports - Projects	To provide quarterly reports on the progress of projects in the interests of financial prudence and corporate governance.	Cllr Azad, Portfolio Holder.	None.	Chief Executive (Ray Morgan)

25 March 2021

Key Decision	Subject	Decision to be taken	Consultation (Undertaken prior to the meeting unless otherwise stated)	Background Documents	Contact Officer
Yes	Medium Term Financial Strategy	The decision is sought to set the framework for Officers to develop detailed proposals for consideration by the Council to ensure the medium term financial stability of the Council in the context of its objective to support growth and to maintain services for local people.	Cllr Ashall, Portfolio Holder.	None.	Chief Finance Officer (Leigh Clarke)
Yes	Smarts Heath Road Woking Gymnastic Centre	To recommend to Council funding arrangements for the implementation of the approved scheme.	Cllr Azad, Portfolio Holder.	None.	Chief Executive (Ray Morgan)
Yes	Robin Hood	To recommend to Council the provision of Loan Finance to Rutland Woking for the development of the former Pub site for residential accommodation.	Cllr Azad, Portfolio Holder.	None.	Deputy Chief Executive (Douglas J Spinks)
No	Regulation of Investigatory Powers Act 2000 - Annual Monitoring Report	To receive details of RIPA authorisations during 2020 calendar year.	Cllr Azad, Portfolio Holder.	None.	Director of Legal and Democratic Services (Peter Bryant)

No	Write off of Irrecoverable Debt	To write off debts over £10,000.	Cllr Ashall, Portfolio Holder.	None.	Chief Finance Officer (Leigh Clarke)
No	Performance and Financial Monitoring Information	To consider the Performance and Financial Monitoring Information contained in the Green Book.	Cllr Azad, Portfolio Holder.	None.	Chief Finance Officer (Leigh Clarke)

Current Task Groups Responsible to the Committee

The table below provides a list of current Task Groups established by the Committee, including an indication of the resource requirements and the anticipated completion date. Updates on the progress of individual Task Groups are included elsewhere on the Committee's agenda.

Task Group	Topic	Membership	Resources	Date Established	Anticipated Completion Date
Economic Development Task Group	To identify and seek the implementation of measures to mitigate the impact of the economic downturn on the residents, community organisations and businesses in the Borough of Woking.	Cllrs Ali, Azad, Barker, Bond, Davis, Elson, and Johnson.	Officer and Councillor time.	11.03.09	Ongoing
Finance Task Group	To review Financial issues as and when identified by the Committee. Financial Performance of the Council Management and Administration of Accounts procurement Strategy, Pension fund, Financial Strategy.	Cllrs Ashall, Azad, Aziz, Bond, Davis, Hughes, and Sanderson.	Officer and Councillor time.	25.05.06	Ongoing
Housing Task Group	To review Housing issues as and when identified by the Committee, including Housing Strategy, Housing Business Plan, Housing Service Plans, Housing Revenue Account, Housing Conditions, Housing Needs, Private Sector Housing, Home Improvement Agency, Housing and Council Tax Benefits, and monitor/review progress of the PFI Scheme	Cllrs Aziz, Bridgeman, Forster, Harlow, Johnson, Kemp and Mohammad.	Officer and Councillor time.	25.05.06	Ongoing