

Please reply to:

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Date: 18 November 2019

Notice of meeting

Overview and Scrutiny Committee

Date: Tuesday, 26 November 2019

Time: 7.30 pm

Place: Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames

To: Members of the Overview and Scrutiny Committee

Councillors:

V.J. Leighton (Chairman)	R.D. Dunn	L. E. Nichols
J. McIlroy (Vice-Chairman)	T. Fidler	D. Saliagopoulos
C.L. Barratt	N.J. Gething	J.R. Sexton
J.H.J. Doerfel	M. Gibson	R.W. Sider BEM
J.T.F. Doran	H. Harvey	R.A. Smith-Ainsley

Councillors are reminded that the Gifts and Hospitality Declaration book will be available outside the meeting room for you to record any gifts or hospitality offered to you since the last Committee meeting.

Spelthorne Borough Council, Council Offices, Knowle Green

Staines-upon-Thames TW18 1XB

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AGENDA

Description	Lead	Timings	Page Number.
1. Apologies To receive any apologies for non-attendance.		7.30 pm	
2. Minutes To confirm the minutes of the meeting held on 10 September 2019 as a correct record. (copy attached).	Chairman		5 - 8
3. Disclosures of Interest To receive any disclosures of interest from councillors in accordance with the Council's Code of Conduct for members.			
4. Call-in of Cabinet decisions No Cabinet decisions have been called in.			
5. Cabinet Forward Plan A copy of the latest Forward Plan is attached. If any members of the Committee have any issues they want to raise in relation to the Cabinet Forward Plan, please inform Terry Collier, Deputy Chief Executive, 24 hours in advance of the meeting with reasons for the request.			9 - 16
6. Access to Healthcare in Spelthorne To receive a presentation from Jack Wagstaff, North West Surrey ICP Director, on access to primary healthcare in Spelthorne.		7.35 pm	
7. Budget Issues 2019/20 - 2020/21 To receive a presentation from the Chief Finance Officer on the Budget Issues for the Council for 2020-21 to 2023-24.	Terry Collier/Cllr Harman	8.35 pm	
8. Capital Monitoring Quarter 2 To note a report on the Capital spend for the period ending September 2019.	Laurence Woolven/Cllr Harman	9.05 pm	17 - 22

Description	Lead	Timings	Page Number.
9. Revenue Monitoring Quarter 2 To note a report on the Revenue spend for the period ending September 2019.	Laurence Woolven/Cllr Harman	9.15 pm	23 - 32
10. Capital Strategy update To receive a presentation from the Property Development Manager on the Council's Capital Strategy.	Nick Cummings/ Cllr Harvey	9.25 pm	
11. Housing and Homelessness Prevention Strategies To receive a presentation from the Housing Strategy and Policy Manager on the development of the Housing and Homelessness Prevention Strategies for 2020-2025.	David Birley/ Cllr Attewell	9.55 pm	
12. Work Programme To consider the Committee's work programme for the remainder of the Municipal year.	Chairman	10.25 pm	33 - 36

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**Minutes of the Overview and Scrutiny Committee
10 September 2019**

Present:

Councillor V.J. Leighton (Chairman)
Councillor J. McIlroy (Vice-Chairman)

Councillors:

C.L. Barratt	N.J. Gething	R.W. Sider BEM
J.H.J. Doerfel	H. Harvey	R.A. Smith-Ainsley
J.T.F. Doran	L. Nichols	
R.D. Dunn	J.R. Sexton	

Apologies: Councillor N.L. Cornes

229/19 Minutes

The minutes of the meeting held on 9 July 2019 were approved as a correct record subject to the inclusion of ethical investment as one of the topics listed in minute no. 186/19 for possible inclusion in the work programme.

The minutes of the extraordinary meeting held on 3 September were approved subject to the inclusion of Shepperton Town and Ashford Common in paragraph 4 of minute 225/19 and deletion of the duplicate listing for Sunbury Common.

It was requested that the minutes of the extraordinary meeting on 3 September were amended to state that some councillors expressed wholesale opposition to any expansion of Heathrow airport, however it was agreed by the majority of the Committee that the minutes accurately reflected the overall general views expressed by members.

230/19 Disclosures of Interest

There were none.

231/19 Call-in of Cabinet decisions

No Cabinet decisions had been called in.

232/19 Cabinet Forward Plan

Members were advised that the Committee can call in any decision of Cabinet provided it was not a matter for Council or an urgent item that had already been agreed by the Chairman of Overview and Scrutiny.

233/19 Review of Community Safety

The Group Head for Neighbourhood Services presented her review of community safety report for the year April 2018 to March 2019 which looked at key issues and performance for that period.

Councillor Barratt acknowledged the work of the officers and partners of the Spelthorne Safer Stronger Partnership who are working with limited resources to make the borough a safer place and reduce the instances of anti-social behaviour.

Sergeant Grinter, on behalf of Surrey Police, reported that it had been a busy year. The number of unauthorised encampments had made a huge demand on police resources. He also explained some of the factors that should be taken into account when considering the crime rate for Spelthorne, including changes made in the recording of crime and the location of a custody centre in Staines which was fed from Elmbridge and Runnymede area. A significant number of drugs related and violent crime was committed in the custody centre. Sergeant Grinter stressed that the police were always open to any suggestions that may reduce crime. Although the number of violent crimes had increased, the police had been striving to encourage domestic abuse victims to report crimes resulting in a positive outcome.

Mr Munro and Sergeant Grinter responded to a number of questions including the theft of high value cars, the crime statistics, work being done at schools to prevent drug abuse and how councillors can assist residents with anti-social behaviour.

In response to a question about what can be done to combat the use of nitrous oxide canisters, Mr Munro advised that the police were doing their best to disrupt the use of these and he continued to campaign for it to become an offence to use them.

Surrey Police and Crime Commissioner David Munro gave a presentation (attached to these minutes) detailing the role of the PCC, the Police and Crime Plan priorities, the number and structure of police officers in Spelthorne and details of the increase of 104 police officers across Surrey as a result of the precept raised .

Mr Munro believed that real crime was fairly static now, as opposed to recorded crime. An area of focus had been burglaries and he felt that they were now on top of that.

The increase of 20,000 police officers announced by the government would start from next year; once scaled down Surrey's share was likely to be an extra 100 per year for 3 years. There had been no indication of how the increase would be funded.

Members raised concerns about the 101 service and in particular how to improve community engagement. Mr Munro was confident that the 101 service had improved considerably and offered a good service when the call was answered. He advised that the best way to report non-urgent crime was

online but there were other options including Crimestoppers which guaranteed anonymity. Both Mr Munro and Sergeant Grinter expressed willingness to meet councillors to discuss this issue and welcomed suggestions on how to reach out to those who felt disengaged.

Sergeant Grinter also stressed the importance of notifying housing associations as well as the police of anti-social behaviour if it was occurring on their estates as evidence was required to support potential evictions.

Resolved to note the report on the review of community safety.

The Chairman thanked David Munro and Sergeant Grinter for attending the meeting.

234/19 SW Rail update

David Wilby, Regional Development Manager, South Western Railway gave a presentation (attached to these minutes) on progress made with their franchise delivery plan. However, he acknowledged that performance was not as good as they would like and expanded on how they were addressing this.

Members asked questions on a number of issues including the unreliability and lack of trains on some local routes and the shortage of drivers.

In response to a question asking if SWR would support the inclusion of the borough in zone 6, Mr Wilby advised that it would not make good business sense to do so as they made very little money from the Oyster zone, however they would be willing to offer assistance, particularly for the next franchise.

Resolved to note the update and thanked Mr Wilby for attending.

235/19 Corporate Project Management

It was moved and seconded and

Resolved to exclude the Press and Public in order for the Committee to receive a presentation on progress being made with the Council's housing development projects, in view of the likely disclosure of exempt information within the meaning of Part 1 of Schedule 12A to the Local Government Act 1972, as amended by the Local Government (Access to Information) Act 1985 and by the Local Government (Access to information) (Variation) Order 2006; Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information).

The Deputy Chief Executive presented an update on progress with corporate projects.

In response to queries from members he agreed that officers would consider and address any inaccuracies and anomalies in the documentation.

The Property and Development Manager presented an update on the Council's housing development projects and answered questions raised by the Committee members.

Resolved to note the project update report and the confidential presentation on the Council's housing developments.

236/19 Work Programme

The Committee considered the draft Work Programme for 2019 to 2021. Concern was raised that Knowle Green Estates (KGE) was linked with the Housing Strategy on the work programme and that KGE was overdue for scrutiny. The Deputy Chief Executive advised that the two issues were grouped together because of the housing link but would be considered separately and were listed on the work programme for November 2019.

After discussion it was agreed that consideration should be given to bringing forward the Fire service operation review to an earlier date in the work programme in view of closure of the new station recently due to crew availability.

Resolved to approve the work programme subject to the change outlined above.

The Committee agreed to set up the following task groups:

- **Flytipping, abandoned vehicles and litter:**
Councillors Gething, Sexton and C Barratt. Councillor Gibson to be invited to be part of the group
- **Free off-peak parking in Staines upon Thames:**
Councillors Smith-Ainsley and Doerfel. Councillor Saliagopoulos to also be invited to join the group.

Officers will contact the groups in due course to discuss suitable start dates.

Spelthorne Borough Council Cabinet Forward Plan and Key Decisions



This Forward Plan sets out the decisions which the Cabinet expects to take over the forthcoming months, and identifies those which are **Key Decisions**.

A **Key Decision** is a decision to be taken by the Cabinet which is either likely to result in significant expenditure or savings or to have significant effects on those living or working in an area comprising two or more wards in the Borough.

The members of the Cabinet and their areas of responsibility are:

Cllr I.T.E. Harvey	Leader of the Council	Cllr.harvey@spelthorne.gov.uk
Cllr A.C. Harman	Deputy Leader and Finance	Cllr.harman@spelthorne.gov.uk
Cllr. M.M. Attewell	Community Wellbeing and Housing	Cllr.attewell@spelthorne.gov.uk
Cllr R.O. Barratt	Environment and Compliance	Cllr.barratt@spelthorne.gov.uk
Cllr J. Boughtflower	Corporate Management	Cllr.boughtflower@spelthorne.gov.uk
Cllr O. Rybinski	Economic Development, Customer Service, Estates and Transport	Cllr.rybinski@spelthorne.gov.uk

Whilst the majority of the Cabinet's business at the meetings listed in this Plan will be open to the public and press, there will inevitably be some business to be considered which contains confidential, commercially sensitive or personal information.

This is formal notice under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that part of any of the Cabinet meetings listed below may be held in private where exempt and / or confidential information is due to be considered.

Representations regarding this should be made to committee.services@spelthorne.gov.uk

Please direct any enquiries about this Plan to the Principal Committee Manager, Gillian Scott, at the Council offices on 01784 444243 or e-mail g.scott@spelthorne.gov.uk

Spelthorne Borough Council

Cabinet Forward Plan and Key Decisions for 1 December 2019 to 31 March 2020

Anticipated earliest (or next) date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer/ Cabinet Member
Cabinet 04 12 2019	Capital Monitoring Quarter 2 To receive and note the current Capital spend position	Non-Key Decision	Public	Laurence Woolven, Chief Accountant Deputy Leader and Portfolio Holder for Finance
Cabinet 04 12 2019	Revenue Monitoring Quarter 2 To receive and note the current Revenue spend position.	Non-Key Decision	Public	Laurence Woolven, Chief Accountant Deputy Leader and Portfolio Holder for Finance
Cabinet 04 12 2019	Outline Budget 2020/21 To consider a report on the Outline Budget for 2020/21 to 2023/24.	Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000	Public	Terry Collier, Deputy Chief Executive Deputy Leader and Portfolio Holder for Finance
Cabinet 04 12 2019 Council 19 12 2019	Calendar of Meetings To consider the draft Calendar of Meetings for 2020/21 and make a recommendation to Council.	Non-Key Decision	Public	Gillian Scott, Principal Committee Manager Leader of the Council
Cabinet 04 12 2019	Exempt report - Property Letting 'B' To consider the proposed letting 'B' at a Council owned property.	Non-Key Decision	Private	Katherine McIlroy, Property Manager Leader of the Council

Date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer/ Cabinet Member
Cabinet 04 12 2019	Exempt report - Property Letting 'C' To consider the proposed letting 'C' at a Council owned property.	Non-Key Decision	Private	Katherine McIlroy, Property Manager Leader of the Council
Cabinet 04 12 2019	Exempt report - Acquisition Y - Key decision To consider the acquisition of a property.	Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000	Private	Nick Cummings, Property and Development Manager Leader of the Council
Cabinet 04 12 2019	Exempt report - Acquisition Z - key decision To consider the acquisition of a property.	Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000	Private	Nick Cummings, Property and Development Manager Leader of the Council
Cabinet 29 01 2020	Treasury Management Strategy - half yearly report To receive the half yearly report on Treasury Management 2019/20.	Non-Key Decision	Public	Laurence Woolven, Chief Accountant Deputy Leader and Portfolio Holder for Finance
Cabinet 29 01 2020	Corporate Plan Review To review the Corporate Plan and recommend it to Council for adoption.	Non-Key Decision	Public	Lee O'Neil, Deputy Chief Executive Leader of the Council
Cabinet 29 01 2020	Fees and Charges 2020/21 To consider the Fees and Charges for 2020/21.	Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000	Public	Laurence Woolven, Chief Accountant Deputy Leader and Portfolio Holder for Finance

Date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer/ Cabinet Member
Cabinet 29 01 2020 Council 27 02 2020	Treasury Management Strategy Statement To consider the Treasury Management Strategy for 2020/21.	Non-Key Decision	Public	Laurence Woolven, Chief Accountant Deputy Leader and Portfolio Holder for Finance
Cabinet 29 01 2020	Spelthorne Borough Council (Off-Street Parking Places) Order 2019 To consider a report on Parking Charges and make any recommendations to Cabinet.	Key Decision		Jackie Taylor, Group Head - Neighbourhood Services Portfolio Holder for Environment and Compliance
Cabinet 29 01 2020	Public Space Protection Order - Parks and Open Spaces To consider a proposal to make Public Space Protection Orders in the borough and to consult residents on the matter.	Non-Key Decision	Public	Michael Graham, Head of Corporate Governance Portfolio Holder for Environment and Compliance
Cabinet 29 01 2020 Council 27 02 2020	Health and Wellbeing Strategy This is a new Health and Wellbeing Strategy for 2020-2023	Key Decision It is significant in terms of its effect on communities living or working in an area comprising two or more wards	Public	Lisa Stonehouse, Leisure Services Manager Portfolio Holder for Community Wellbeing and Housing
Cabinet 29 01 2020	Riverside Arts Centre - lease To consider the renewal of the lease a the Riverside Arts Centre.	Non-Key Decision	Public	Jeremy Gidman, Asset Management Leader of the Council

Date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer/ Cabinet Member
Cabinet 29 01 2020	Food Safety and Health and Safety 2020/2021 Service Plans To consider the annual service plans for food safety and health and safety enforcement services	Non-Key Decision	Public	Fidelma Bahoshy Portfolio Holder for Environment and Compliance
Cabinet 29 01 2020	Exempt report - Affordable housing provision at Ashford Hospital (former car park site) To agree the level of affordable housing for the development.	Non-Key Decision	Private	Nick Cummings, Property and Development Manager Leader of the Council
Cabinet 29 01 2020	Exempt report - Thameside House construction budget - Key Decision To consider an exempt report on the construction budget for Thameside House.	Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000	Private	Richard Mortimer, Asset Management Contractor Leader of the Council
Cabinet 29 01 2020 Council 27 02 2020	Exempt report - Commercial Waste Viability To consider a proposal to offer a commercial waste service.	Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000	Private	Graham Boswell, Business Development Officer Portfolio Holder for Environment and Compliance
Cabinet 29 01 2020	Exempt Report - Knowle Green Estates Ltd - Business Plan To decide on the strategy for the Company	Non-Key Decision	Private	Michael Graham, Head of Corporate Governance Leader of the Council

Date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer/ Cabinet Member
Cabinet 29 01 2020	Exempt report - Property Letting 'D' To consider the proposed letting 'D' at a Council owned property.	Non-Key Decision	Private	Katherine McIlroy, Property Manager Leader of the Council
Cabinet 29 01 2020	Exempt report - Property Letting 'E' To consider the proposed letting 'E' at a Council owned property.	Non-Key Decision	Private	Katherine McIlroy, Property Manager Leader of the Council
Cabinet 29 01 2020	Exempt report - Acquisition AA - Key Decision To consider the acquisition of a Property.	Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000	Private	Nick Cummings, Property and Development Manager Leader of the Council
Cabinet 29 01 2020	Exempt report - Acquisition AB - Key Decision To consider the acquisition of a Property	Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000	Private	Nick Cummings, Property and Development Manager Leader of the Council
Cabinet 26 02 2020	Asset Management Plan To consider a draft Asset Management Plan	Non-Key Decision	Public	Nick Cummings, Property and Development Manager Leader of the Council
Cabinet 26 02 2020 Council 27 02 2020	Capital Strategy To consider a review of the Capital Strategy and make a recommendation to Council.	Key Decision It is significant in terms of its effect on communities living or working in an area comprising two or more wards	Public	Terry Collier, Deputy Chief Executive, Nick Cummings, Property and Development Manager Leader of the Council

Date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer/ Cabinet Member
Cabinet 26 02 2020 Council 27 02 2020	Revenue Budget 2020/21 To consider the detailed Revenue Budget for 2020/21 and make recommendations to Council.	Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000	Public	Terry Collier, Deputy Chief Executive Deputy Leader and Portfolio Holder for Finance
Cabinet 26 02 2020 Council 27 02 2020	Annual Grants 2020/21 To consider grants to charity and not-for-profit organisations.	Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000	Public	Tracy Reynolds, Community Development Manager Deputy Leader and Portfolio Holder for Finance
Cabinet 26 02 2020 Council 27 02 2020	Members' Allowances Scheme	Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000	Public	Gillian Scott, Principal Committee Manager Leader of the Council
Cabinet 26 02 2020	Exempt report - Acquisition AC - Key Decision To consider the acquisition of a Property	Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000	Private	Nick Cummings, Property and Development Manager Leader of the Council
Cabinet 26 02 2020	Exempt report - Acquisition AD - Key Decision To consider the acquisition of a Property.	Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000	Private	Nick Cummings, Property and Development Manager Leader of the Council
Cabinet 26 02 2020	Exempt report - Property Letting 'F' To consider the proposed letting 'F' at a Council owned property.	Non-Key Decision	Private	Katherine McIlroy, Property Manager Leader of the Council

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Cabinet**04 December 2019**

Title	Capital Monitoring Report		
Purpose of the report	To note		
Report Author	Laurence Woolven (Chief Accountant)		
Cabinet Member	Councillor Tony Harman	Confidential	No
Corporate Priority	Financial Sustainability		
Recommendations	Cabinet to note the current level of spend.		
Reason for Recommendation	Not applicable		

1. Expenditure to date and Estimated Outturn

- 1.1 Attached as Appendix A & B is the actual spend to date on capital covering the period April to September 2019.
- 1.2 For the period ending September 2019, capital expenditure including commitments was £30.3m, with the projected outturn of £62.2m leading to an expected underspend of £38.4m.

Councillor Attewell – Housing

- 1.3 The Landlord guarantee scheme is currently expected to be £25k underspent this year.

Councillor Barratt – Environment and Compliance

- 1.4 There are no major variances forecast in this area.

Councillor Harvey – Planning and Regeneration

- 1.5 It is projected that this area could underspend by £38.4m, primarily as a result of slippage of some of the works on Thameside House, West Wing, Whitehouse Hostel, Ashford Hospital and the Leisure Centre.

Councillor Harvey – Leader

- 1.6 The Acquisition of Assets scheme is currently forecast to be fully spent as the council continue to look for opportunities within the borough.

Councillor Boughtflower – Corporate Management

- 1.7 This area is forecasting an underspend of £11k on members electronic devices.

2. Financial implications

- 2.1 Any underspend on the approved Capital Programme enables the authority to invest the monies to gain additional investment income or can be used to fund additional schemes.

3. Timetable for implementation

- 3.1 Bi monthly monitoring reports are prepared for Management team and incorporate revised actual figures.

Background papers: None

Appendices: A&B

CAPITAL MONITORING REPORT AT 30 SEPTEMBER 2019

Portfolio Member	ORIGINAL BUDGET	CARRY FORWARDS	SUPPLEMENTARY ESTIMATE	REVISED BUDGET	ACTUALS YTD	COMMIT MENTS	MANAGERS PROJECTED OUTTURN	MANAGERS PROJECTION TO REVISED BUDGET
Cllr Attewell - Housing	84,200	65,000	-	149,200	287,550	0	124,200	(25,000)
Cllr Barratt - Environment & Compliance	273,100	216,700	-	489,800	112,249	112,351	489,800	-
Cllr Harvey - Planning and Economic Development	37,255,200	16,745,900	6,978,300	60,979,400	2,783,439	12,603,179	20,915,350	(38,358,180)
Cllr Harvey - Leader	40,000,000	-	-	40,000,000	14,103,861	71,810	40,000,000	-
Cllr Boughtflower - Corporate Management	438,000	249,000	-	687,000	68,590	48,844	676,000	(11,000)
	78,050,500	17,276,600	6,978,300	102,305,400	17,355,689	12,836,184	62,205,350	(38,394,180)

CAPITAL MONITORING REPORT AT 30 SEPTEMBER 2019

Portfolio Member / Service Head	Cost Centre	Description	Original Budget	Carry Forwards	Supplementary Estimate	Revised Budget	Actuals YTD	Commit ments	Managers Projected Outturn	Managers Projection to Revised Budget	Comments
<u>Housing Investment Programme</u>											
<u>Cllr Attewell - Housing</u>											
Deborah Ashman & K Sinclair	40203	Disabled Facilities Mandatory	770,000	-	-	770,000	282,550	0	770,000	-	
Deborah Ashman & K Sinclair	40204	Disabled Facilities Discretion	29,600	-	-	29,600	5,000	-	29,600	-	Expenditure expected in the latter part of the financial year
		Less Specified Capital Grant	(770,000)	-	-	(770,000)	-	-	(770,000)	-	
		Net Cost of Disabled Facilities Grants	29,600	-	-	29,600	287,550	0	29,600	-	
Deborah Ashman & K Sinclair	40209	Home Improvement Agency grant	81,000	-	-	81,000	-	-	81,000	-	Expenditure expected in the latter part of the financial year
		HIA Funding	(26,400)	-	-	(26,400)	-	-	(26,400)	-	
		Total	54,600	-	-	54,600	-	-	54,600	-	
Total For HIP			84,200	-	-	84,200	287,550	0	84,200	-	
<u>Other Capital Programme</u>											
<u>Cllr Attewell - Housing</u>											
Sandy Muirhead	42015	Landlord Guarantee Scheme	-	65,000	-	65,000	-	-	40,000	(25,000)	The project is much dependent on module end at another Council
		Total	-	65,000	-	65,000	-	-	40,000	(25,000)	
<u>Cllr Barratt - Environment & Compliance</u>											
Jackie Taylor	41025	Tennis Court Refurbishment	-	6,000	-	6,000	5,995	-	6,000	-	This project has now been completed. .
Jackie Taylor	41502	Refuse/Recycling Vehicles	129,000	-	-	129,000	-	-	129,000	-	Different specifications are being developed and project is expected to be completed by end of this financial year
Jackie Taylor	41612	Recycling Bins	27,000	-	-	27,000	-	-	27,000	-	Bins will be ordered throughout the financial year depending on need as & when identified
Jackie Taylor	41614	CCTV Provision	37,100	-	-	37,100	-	-	37,100	-	Project is underway and expected to be completed by end of this financial year
Jackie Taylor	41620	Wheelie Bins	50,000	11,000	-	61,000	22,343	-	61,000	-	Bins will be ordered throughout the financial year depending on need as & when identified
Jackie Taylor	42027	Domestic Home Energy	30,000	-	-	30,000	7,808	5,670	30,000	-	Project is underway and expected to be completed by end of this financial year
Jackie Taylor	42043	Renewal of Toilet Facilities	-	55,200	-	55,200	59,686	1,567	55,500	300	This project is expected to be completed in this financial year and overspends are funded through other capital projects. Jackie to look into the outstanding commitments
Jackie Taylor	41621	CCTV Enhancement	-	120,000	-	120,000	16,417	105,114	119,700	(300)	Project is underway but is currently stalled due to issues giving access to Staines Police Station to install antenna
		Total	273,100	192,200	-	465,300	112,249	112,351	465,300	-	
Lee O'Neil	41314	Air Quality	-	24,500	-	24,500	-	-	24,500	-	The project is in progress with other priorities and expected to be completed by end of 2019/20.
		Total	-	24,500	-	24,500	-	-	24,500	-	

CAPITAL MONITORING REPORT AT 30 SEPTEMBER 2019

Portfolio Member / Service Head	Cost Centre	Description	Original Budget	Carry Forwards	Supplementary Estimate	Revised Budget	Actuals YTD	Commit ments	Managers Projected Outturn	Managers Projection to Revised Budget	Comments
<u>Cllr Harvey - Planning and Economic Development</u>											
Heather Morgan	41015	Runnymede Estates	55,600	-	-	55,600	-	-	55,600	-	Capitalised Planned Maintenance expenditure to be moved here at the end of the financial year
Heather Morgan	41024	SpelthorneLeisurCenDevelopment	7,090,000	-	-	7,090,000	570,939	1,563,776	726,610	(6,363,390)	Site selection and public consultation strategy to be approved in Jan 20. Construction, subject to planning, likely to start in Q4 2020.
Heather Morgan	41026	Laleham Park Upgrade	-		248,300	248,300	2,075	-	248,300	-	Currently at the design stage. Project hoping to be completed in May 2020.
Heather Morgan	41622	Affordable Housing Opportunity	-	343,200	-	343,200	-	450	-	(343,200)	Options will continue to be explored for potential residential acquisitions.
Heather Morgan	42010	KG Car Park Improvements	-	44,000	-	44,000	(2,000)	-	44,000	-	Project delayed due to scope of works being widened. Contract to go out to tender again with the works expected to start within this financial year. Cost to be provided once more clarity on tender and the programme of works known.
Heather Morgan	42017	Memorial Gardens			-		2,256		2,260	2,260	There are some retention payments are still due to Runnymede Borough Council
Heather Morgan	42034	Community Centre Projects	-		130,000	130,000	(4,478)	4,478	130,000	-	Design work underway, project expected to be complete summer 2020. Once tender work is done, full programme of works and costing will be known.
Heather Morgan	41328	Ashford MSCP Improvements	465,000	-	-	465,000	-	-	465,000	-	Early feasibility stage. Yet to establish what stakeholders want and for eventual cabinet approval.
Heather Morgan	42036	Plot 12&13 Towpath Car Park	-	56,200	-	56,200	-	-	56,200	-	Initial project feasibility being carried out.
Heather Morgan	42039	Bugle	-	50,000		50,000	-	46,935	47,000	(3,000)	Project complete. Awaiting final retention payment March 20.
Heather Morgan	42040	82 Cranford Avenue	-	-	-	-	-	-	-	-	
Heather Morgan	42041	Churchill	-	14,500	-	14,500	(50)	15,351	15,350	850	Project complete. Awaiting final retention payment Sept 19.
Heather Morgan	42042	Ceaser Court	10,123,100	-	-	10,123,100	860,675	9,396,580	8,476,510	(1,646,590)	Project now under construction and completion date anticipated in October 2020.
Heather Morgan	42051	Building Improvements	5,000,000	-	-	5,000,000	-	-		(5,000,000)	
Heather Morgan	42052	Whitehouse	1,501,500	-	-	1,501,500	14,473	307,691	321,790	(1,179,710)	Delayed until allocated under local plan.
Heather Morgan	42054	Thameside House	7,980,000	-	-	7,980,000	131,377	36,406	2,227,470	(5,752,530)	Construction due to start Q2 in 2020 subject to planning permission being approved. Plans to be submitted mid October.
Heather Morgan	42055	West Wing	5,040,000	-	-	5,040,000	457,845	1,009,635	3,153,110	(1,886,890)	Construction and project completion anticipated Q4 2020.
Heather Morgan	42056	Whitehouse Hostel	-	-	4,000,000	4,000,000	84,378	45,521	1,605,390	(2,394,610)	Planning permission obtained. Construction to start Q4 2019 with project completion early 2021.
Heather Morgan	42057	Ashford Hospital	-	16,238,000	-	16,238,000	437,310	165,775	2,189,730	(14,048,270)	Application submitted and construction due to start Q2 2020 subject to planning permission being approved. Demolition works to start Q1 2020.
Heather Morgan	42058	Waterfront	-	-	-	-	-	-	-	-	Tender work started 29 July. Cabinet expected to approve preferred partner in Feb 2020.
Heather Morgan	42059	Northumberland Close	-	-	-	-	89,563	9,626	100,000	100,000	Planning refused. Reconsidering option extension.
Heather Morgan	42060	Oast House	-	-	-	-	30,465	-	50,000	50,000	Yet to complete acquisition & refine feasibility design budget.
Heather Morgan	42061	Laleham Park Pavilion Redev.	-	-	-	-	1,718	955	-	-	Duplicate code, this will come under 41026.
Heather Morgan	42062	Harper House Redevelopment	-	-	2,600,000	2,600,000	-	-	894,130		Plans to be heard at planning committee on 16 October, construction could start late Q4 2019.
Heather Morgan	41619	Small Scale Area Regeneration	-	-	-	-	106,895	-	106,900	106,900	Project complete
Total			37,255,200	16,745,900	6,978,300	60,979,400	2,783,439	12,603,179	20,915,350	(38,358,180)	
<u>Cllr Harvey - Leader</u>											
Heather Morgan	42038	Acquisition of Assets	40,000,000	-	-	40,000,000	14,103,861	71,810	40,000,000	-	

CAPITAL MONITORING REPORT AT 30 SEPTEMBER 2019

Portfolio Member / Service Head	Cost Centre	Description	Original Budget	Carry Forwards	Supplementary Estimate	Revised Budget	Actuals YTD	Commit ments	Managers Projected Outturn	Managers Projection to Revised Budget	Comments
Total			40,000,000	-	-	40,000,000	14,103,861	71,810	40,000,000	-	
Cllr Boughtflower - Corporate Management											
Alistair Corkish	43003	New Software	20,000	-	-	20,000	7,104	5,000	20,000	-	Expenditure on various software enhancements throughout the financial year.
Alistair Corkish	43606	Replacement Data Cabinets	12,000	-	-	12,000	-	-	6,000	(6,000)	The project is expected to be completed in this financial year
Alistair Corkish	43608	Other Hardware	40,000	-	-	40,000	20,403	10,006	40,000	-	Expenditure on various hardware enhancements throughout the financial year
Alistair Corkish	43611	Mobiles and Tablets	10,000	-	-	10,000	6,054	-	16,000	6,000	Expenditure expected later during this financial year
Alistair Corkish	43619	Members Electronic Devices	41,000	-	-	41,000	26,118	-	30,000	(11,000)	Project is in progress and further expenditure expected later during this financial year
Alistair Corkish	43625	Customer Portal	-	10,000	-	10,000	-	-	10,000	-	Part of Telephony project, please see below.
Alistair Corkish	43626	Customer Services Contact Cent	-	40,000	-	40,000	-	-	40,000	-	Part of Telephony project. Various quotes have been invited which will be looked at and the decision will be taken based on specific requirements. There may be overspend against the project for which supplementary estimates will be requested.
Alistair Corkish	43628	Reception Terminals	10,000	-	-	10,000	-	-	10,000	-	This is part of Lima project which is expected to start later in the year and expected to be completed by end of this financial year
Alistair Corkish	43629	Sharepoint Upgrade	-	35,000	-	35,000	-	-	35,000	-	Part of Telephony project, please see above.
Alistair Corkish	43630	SQL Server	-	-	-	-	(4,500)	4,500	-	-	Creditors relating to 2018/19
Total			133,000	85,000	-	218,000	55,180	19,506	207,000	(11,000)	
Sandy Muirhead	42008	Project Lima	-	69,000	-	69,000	10,651	26,843	69,000	-	This project has been completed, however some retention payments are still outstanding
Sandy Muirhead	43511	ScannersCorporateEDMS Roll out	-	5,000	-	5,000	2,759	-	5,000	-	Further backscanning equipment is also required for Human Resources.
Sandy Muirhead	43512	Sharepoint redesign & Relaunch	-	90,000	-	90,000	-	-	90,000	-	This project is under review and will be integrated with other ICT projects.
Sandy Muirhead	43515	Corporate EDMS Project	305,000	-	-	305,000	-	2,495	305,000	-	This is part of office 365 and currently the full analysis is being undertaken to find out Licence requirements & software set up. The project is expected to be completed by end of the financial year.
Total			305,000	164,000	-	469,000	13,410	29,338	469,000	-	
Total For Other			77,966,300	17,276,600	6,978,300	102,221,200	17,068,139	12,836,184	62,121,150	(38,394,180) #	
Total Expenditure			78,846,900	17,276,600	6,978,300	103,101,800	17,355,689	12,836,184	63,001,750	(38,394,180)	
Total Funding			(796,400)	-	-	(796,400)	-	-	(796,400)	-	
GRAND TOTAL			78,050,500	17,276,600	6,978,300	102,305,400	17,355,689	12,836,184	62,205,350	(38,394,180)	

Cabinet

4 December 2019



Title	Revenue Monitoring Report		
Purpose of the report	To note		
Report Author	Laurence Woolven (Chief Accountant)		
Cabinet Member	Councillor Tony Harman	Confidential	No
Corporate Priority	Financial Sustainability		
Recommendations	To note the current level of spend		
Reason for Recommendation	Not applicable		

1. Key issues

- 1.1 This report provides a summary of the forecast outturn position for the 2019-20 financial year, based on income and expenditure up to the end of September 2019.
- 1.2 The forecast outturn below shows a positive variance of £4.368m.

	Revised Budget £'000	Forecast Outturn £'000	Variance £'000
Service level Expenditure	65,992	64,829	(1,163)
Housing Benefit Income	(32,021)	(31,971)	50
Service level Income	(11,013)	(12,052)	(1,039)
Salary budget saving (<i>actual vacancy savings are reflected in services expenditure outturn</i>)	(300)	-	300
Net Acquisition Income	(10,144)	(10,219)	(75)
Property Development costs	2,441	-	(2,441)
Other Adjustments	(540)	(540)	-
External Financing	(4,736)	(4,736)	-
Revenue Carry forward	(1,626)	(1,626)	-
Council Tax Income	(8,053)	(8,053)	-
Net	-	(4,368)	(4,368)

2. Options analysis and proposal

2.1 The following highlights variances greater than 5% or £5k of the spend area.

Leader

Spend Area	Variance £'000	Comment
Elections	(7)	Minor saving expected provided there is no by election
Total	(7)	

Deputy Leader and Finance

Spend Area	Variance £'000	Comment
Corporate Publicity	(8)	Underspend expected due to vacant post and higher recharges for shared services
Total	(8)	

Corporate Management

Spend Area	Variance £'000	Comment
ICT	(40)	Underspend expected due to vacant posts
Corporate Management	(122)	Retention allowance payments lower than anticipated
Emergency Planning	14	Prior year payment made in this year
Total	(148)	

Planning

Spend Area	Variance £'000	Comment

Planning Policy	10	Legal and court costs
Planning Development Control	(229)	Planning performance agreement and an increase in pre-application advice
Building Control	(25)	Increased activity
Total	(244)	

Environment & Compliance

Spend Area	Variance £'000	Comment
DS Management & Support	6	Long term sickness covered by temporary agency staff
Refuse Collection	(5)	Slightly higher income than budgeted
Waste Recycling	(5)	Slightly higher income than budgeted
Public Conveniences	(10)	Saving on business rates
Parks Strategy	(10)	Higher filming rights income
Car Parks	(50)	Higher income from increased usage of major car parks expected
Environmental Health Admin	(6)	Additional income relating to enforcement notices
Rodent and Pest Control	(11)	No external contract cost payments this year
Licensing	5	Income written off
Total	(86)	

Community Well Being and Housing

Spend Area	Variance £'000	Comment
Com Care Admin	(13)	Saving due to senior vacancy early in the year
Day Centres	(85)	Vacancy savings and additional income due to prior year reimbursement
Meals on Wheels	(44)	Vacancy savings and additional income due to prior year reimbursement

SAT	(7)	Additional income and funding
Leisure Admin	6	Temp staff to cover maternity leave
Leisure Centre	(8)	Additional income received
Resource Centre	(12)	Reduced staff costs
Housing Needs	45	Increased salary costs – some may be offset by additional MHCLG grant
Homelessness	(627)	Lower than expected B&B expenditure, largely due to the impact of the Rent Guarantee Scheme, plus additional grant received
Housing Benefit Admin	(60)	Salary vacancies and additional grant
Housing Benefit Payments	(198)	Over payments raised higher than budget
Total	(1,003)	

Economic Development, Customer Services, Estates and Transport

Spend Area	Variance £'000	Comment
Customer Services	40	Software costs expected to be higher due to card charges and CT localisation expenditure
Facilities Management	(46)	Underspend on office moves expected
Economic Development	(733)	Slippage of the ring-fenced Economic Development pot, schemes are currently being investigated for use of these funds, this underspend will require a carry forward
Asset Management	189	Expenditure on development projects partially offset by vacant posts and a Business Rates refund
Staines-upon-Thames Programme	(90)	Project underspend will be required to be carried forward
General Property Expenses	(30)	Reduced spend on leases/contracts and additional income from wayleaves/easements
Total	(670)	

2.2 Asset Acquisitions

The table below shows the latest monitoring position for the acquired assets, the net income is used to meet additional expenditure resulting from reduced government grant, Surrey County Council funding and other pressures.

	Revised Budget £'000	Forecast Outturn £'000	Variance £'000
Rental Income	(50,629)	(51,149)	(520)
Loan Interest Payable	23,028	23,082	54
Minimum Revenue Provision	11,052	11,052	0
Sinking Funds	6,405	6,796	391
Set Aside for specific revenue purposes	555	630	75
Net Income (used to fund Revenue budget)	(9,589)	(9,589)	0

- 2.3 It can be seen above that the Council places a significant amount of the income earned into sinking funds to cover future changes in circumstance, such as capital refurbishments or rent free periods. The sinking funds will be built up over a number of years in anticipation of when required. The sinking fund positions for the various acquisitions are as follows:

	Balance 31/03/19 £'000	Movements 2019/20 £'000	Balance 31/03/20 £'000
BP Main Site	3,190	500	3,690
BP SW Corner	655	150	805
Elmbrook House	223	50	273
12 Hammersmith Grove	2,208	900	3,108
Stockley Park	450	100	550
World Business Centre 4	0	200	200
Communications House	536	500	1,036
Thames Tower	1,121	840	1,961
Charter Building	1,543	2,480	4,023
Porter Building	677	685	1,362
Summit Centre	0	391	391
Total	10,603	6,796	17,399

2.4 Property Development Costs

The council has been working with its treasury advisors (Arlingclose) to consider borrowing options for these projects in order to take advantage of interest rates and other opportunities.

The forecast underspend of £2.4m on this line is due to the Council's amended policy of capitalising the initial borrowing and interest costs and only making MRP payments once the schemes are complete.

This approach is in line with proper guidance and regulations and has also resulted in a positive impact on the revenue budget in future years.

3. Financial implications

3.1 Financial implications are as set out within the report and appendices.

4. Other considerations

4.1 There are none

5. Timetable for implementation

5.1 Bi – monthly reports are produced for Management team

Background papers: None

Appendices:

A and B

APPENDIX A

2019/20 Net Revenue Budget Monitoring As at end of 30 SEPTEMBER 2019

	19/20	19/20	19/20	19/20
	Budget		Forecast	Variance
	Original	Revised	Outturn	to Revised
	£	£	£	£
Gross Expenditure	63,666,200	65,992,300	64,828,655	(1,163,645)
Less Housing Benefit grant	(32,021,000)	(32,021,000)	(31,971,000)	50,000
Less Specific fees and charges income	(10,313,000)	(11,013,000)	(12,052,250)	(1,039,250)
Net Expenditure - broken down as below	21,332,200	22,958,300	20,805,405	(2,152,895)
Leader of the Council	1,622,800	1,671,400	1,663,590	(7,810)
Deputy Leader and Finance	3,192,400	3,192,400	3,184,100	(8,300)
Corporate Management	2,451,200	2,521,200	2,376,800	(144,400)
Planning	1,012,100	1,012,100	767,760	(244,340)
Environment and Compliance	5,524,000	5,698,800	5,617,800	(81,000)
Community Wellbeing and Housing	2,497,200	2,531,600	1,531,200	(1,000,400)
Economic Dev, Customer Ser, Estates & Transport	5,032,500	6,330,800	5,664,155	(666,645)
NET EXPENDITURE AT SERVICE LEVEL	21,332,200	22,958,300	20,805,405	(2,152,895)
Salary expenditure - vacancy monitoring	(300,000)	(300,000)	(300,000)	-
NET EXPENDITURE	21,032,200	22,658,300	20,505,405	(2,152,895)
NET EXPENDITURE	21,032,200	22,658,300	20,505,405	(2,152,895)
Asset Acquisition Income	(50,629,100)	(50,629,100)	(51,149,100)	(520,000)
Debt Interest Payable	23,028,200	23,028,200	23,082,500	54,300
Minimum Revenue Provision	11,051,700	11,051,700	11,051,700	-
Refurbishments Reserve Contributions	6,405,000	6,405,000	6,795,700	390,700
Housing Development Project revenue impact	2,441,400	2,441,400	-	(2,441,400)
Interest earnings	(1,290,000)	(1,290,000)	(1,290,000)	-
Revenue Contributions to Capital Outlay	750,000	750,000	750,000	-
BUDGET REQUIREMENT	12,789,400	14,415,500	9,746,205	(4,669,295)
Baseline NNDR Funding	(3,000,000)	(3,000,000)	(3,000,000)	-
Non Ring-fenced Grants	(981,400)	(981,400)	(981,400)	-
New Homes Bonus	(754,600)	(754,600)	(754,600)	-
NET BUDGET REQUIREMENT	8,053,400	9,679,500	5,010,205	(4,669,295)
2017/18 Revenue carry forward	0	(1,626,100)	(1,626,100)	-
Collection Fund Surplus/(deficit)	(19,000)	(19,000)	(19,000)	-
Income from Council Tax	(8,034,400)	(8,034,400)	(8,034,400)	-
Net Position	-	-	(4,669,295)	(4,669,295)

Appendix B				
REVENUE MONITORING 2019/20				
EXPENDITURE AND INCOME SUMMARY 30 SEPTEMBER 2019				
Results to 30-Sep-19	Budget		Forecast	Variance
	Original	Revised	Outturn	to Revised
	£	£	£	£
Leader of the Council				
Employees	970,700	1,019,300	1,075,290	55,990
Other Expenditure	835,600	835,600	816,000	(19,600)
Income	(183,500)	(183,500)	(227,700)	(44,200)
	1,622,800	1,671,400	1,663,590	(7,810)
Deputy Leader and Finance				
Employees	2,712,200	2,712,200	2,706,800	(5,400)
Other Expenditure	485,200	485,200	484,400	(800)
Income	(5,000)	(5,000)	(7,100)	(2,100)
	3,192,400	3,192,400	3,184,100	(8,300)
Corporate Management				
Employees	1,754,600	1,764,600	1,606,200	(158,400)
Other Expenditure	697,600	757,600	825,100	67,500
Income	(1,000)	(1,000)	(54,500)	(53,500)
	2,451,200	2,521,200	2,376,800	(144,400)
Planning				
Employees	1,636,400	1,636,400	1,621,780	(14,620)
Other Expenditure	276,900	276,900	272,330	(4,570)
Income	(901,200)	(901,200)	(1,126,350)	(225,150)
	1,012,100	1,012,100	767,760	(244,340)
Environment and Compliance				
Employees	5,930,900	5,930,900	5,935,300	4,400
Other Expenditure	3,822,300	3,997,100	4,162,300	165,200
Income	(4,229,200)	(4,229,200)	(4,479,800)	(250,600)
	5,524,000	5,698,800	5,617,800	(81,000)
Community Wellbeing and Housing				
Employees	3,735,000	3,735,000	3,670,000	(65,000)
Other Expenditure	34,956,600	35,691,000	35,139,200	(551,800)
Housing Benefit grant income	(32,021,000)	(32,021,000)	(31,971,000)	50,000
Income	(4,173,400)	(4,873,400)	(5,307,000)	(433,600)
	2,497,200	2,531,600	1,531,200	(1,000,400)
Economic Dev, Customer Services, Estates & Transport				
Employees	1,982,000	1,982,000	1,797,950	(184,050)
Other Expenditure	3,870,200	5,168,500	4,716,005	(452,495)
Income	(819,700)	(819,700)	(849,800)	(30,100)
	5,032,500	6,330,800	5,664,155	(666,645)
NET EXPENDITURE AT SERVICE LEVEL	21,332,200	22,958,300	20,805,405	(2,152,895)
Total Employees	18,721,800	18,780,400	18,413,320	(367,080)
Total Other Expenditure	44,944,400	47,211,900	46,415,335	(796,565)
Housing Benefit grant income	(32,021,000)	(32,021,000)	(31,971,000)	50,000
Total Income	(10,313,000)	(11,013,000)	(12,052,250)	(1,039,250)
	21,332,200	22,958,300	20,805,405	(2,152,895)
Total Expenditure	63,666,200	65,992,300	64,828,655	(1,163,645)
Total Income	(42,334,000)	(43,034,000)	(44,023,250)	(989,250)

REVENUE MONITORING 2019/20				
EXPENDITURE AND INCOME SUMMARY 30 SEPTEMBER 2019				
<i>Results to</i>	Budget		Forecast	Variance
<i>30-Sep-19</i>	Original	Revised	Outturn	to Revised
	£	£	£	£
Net	21,332,200	22,958,300	20,805,405	(2,152,895)

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Overview and Scrutiny Committee Work Programme 2019-2020

Date of Meeting	ISSUE	Lead Officer	Objectives
26 November 2019	1. Minutes	Chairman	To agree the minutes of the previous meeting.
	2. Budget Issues 2019/20 – 2020/21	Terry Collier / Cllr Harman	To consider the issues for the Budget 2019/20 to 2020/21.
	3. Housing Strategy	David Birley/ Cllr Attewell	To consider a report on the adoption of a new Housing Strategy and to make any recommendations to Cabinet.
	4. Capital Strategy update	Nick Cummings/Cllr Harvey	To receive an update report on the Council's Capital Strategy.
	5. Access to Healthcare in Spelthorne	Cllr Attewell	To consider a report on proposed arrangements for access to primary healthcare.
	6. Capital Monitoring Report Q2	Laurence Woolven / Cllr Harman	To receive and note the current Capital spend position.
	7. Revenue Monitoring Report Q2	Laurence Woolven / Cllr Harman	To receive and note the current Revenue spend position.
	8. Work Programme and Cabinet Forward Plan	Chairman / Terry Collier	To note the proposed work programme and consider issues of interest for the future work programme from the Forward Plan.

Overview and Scrutiny Committee Work Programme 2019-2020

Date of Meeting	ISSUE	Lead Officer	Objectives
21 January 2020	1. Minutes	Chairman	To agree the minutes of the previous meeting.
	2. Governance of KGE	Michael Graham/Cllr Harvey	To consider a report on the Knowle Green Estates Business Plan and to make any recommendations to Cabinet.
	3. Review of complaints about, and enforcement activity at, HMOs	Esme Spinks/Tracey Willmott-French/ Cllrs Harvey & Barratt	To consider a review of the use of Article 4 Directions to manage conversions to Houses in Multiple Occupation and whether changes in legislation introduced in October 2018 have resulted in improvements to the management and safety standards in such properties.
	4. Treasury Management half-yearly report	Laurence Woolven / Cllr Harman	To note the Treasury Management situation.
	5. O&S Statutory Guidance	Terry Collier	To receive a report on the new O&S Guidance
	6. Project Management update	Sandy Muirhead/Cllr Boughtflower	To receive an update on the status of current Council projects.
	7. Work Programme and Cabinet Forward Plan	Chairman / Terry Collier	To note the proposed work programme and consider issues of interest for the future work programme from the Cabinet Forward Plan.

Overview and Scrutiny Committee Work Programme 2019-2020

Date of Meeting	ISSUE	Lead Officer	Objectives
17 March 2020	1. Minutes	Chairman	To agree the minutes of the previous meeting.
	2. Capital and Revenue Monitoring Q3 and projected outturn	Laurence Woolven / Cllr Harman	To note the current Capital and Revenue spend to January 2020.
	3. Renewable energy	Jackie Taylor/Cllr Barratt	To consider options for introducing/expanding the use of renewable energy in the Borough.
	4. Pavement parking		To consider measures to deal with pavement parking in the Borough.
	5. Report from River Thames TG	Chairman	To receive a report from the Chairman of the River Thames Task Group on its work.
	6. Corporate Project Management	Sandy Muirhead/Cllr Boughtflower	To receive an update on the status of current Council projects.
	7. Work Programme and Cabinet Forward Plan	Chairman / Terry Collier	To note the proposed work programme and consider issues of interest for the future work programme from the Cabinet Forward Plan.

Other topics for future inclusion in Work Programme

Surrey County Council cuts - How to facilitate shared ownership of the impact on the Borough and especially the impact on the voluntary sector

Fire Service operation post reduction in Stations – 2020/21

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