

## Action Tracker - Overview and Scrutiny Committee 2023/24

Meeting 2021/22	Subject and request	Action	Who	Status	Completed
8 December 2022 and 15 June 2023	Item 6 Commercial Strategy Progress Update	<b>Commercial Assets</b> – Page 56 of the report states that three projects (Camelia Close, Wheatley Court and Lee Street) have been successfully concluded, Members asked for the details of the capital budget outturn for the projects.	Request to officers	In progress	<p><i>Holding response emailed to Members on 01/02/23. Copy of response in Mod.Gov Library, link provided below.</i></p> <p><i>Further response emailed to Members on 28/03/23. Copy of response in ModGov Library, link provided below.</i></p> <p><i>26/06/2023 – Officers will provide written responses on the following project budgets for circulation to Members in advance of the O&amp;S meeting on 6 July 2023:</i></p> <ol style="list-style-type: none"> <li><i>1) Cromwell Road/Wheatley Court – final budget position</i></li> <li><i>2) Pitwood Park/Camelia Close – final budget position</i></li> <li><i>3) Lee Street – latest forecast.</i></li> </ol>
8 December 2022 and 15 June 2023	Item 6 Commercial Strategy Progress Update	<b>Commercial Assets</b> - Members further asked for a “lessons learnt” report following completion of the projects at Cromwell Road and Pitwood Park.	Request to officers	In progress	<p><i>The request from Members will be considered, more information will be provided in due course.</i></p> <p><i>Further response emailed to Members on 28/03/23. Copy of response in ModGov Library, link provided below.</i></p>

					<p><i>26/06/2023 - Lessons learnt from the Cromwell Road/Wheatley Court, Pitwood Park/Camelia Close and Lee Street projects will be added to the O&amp;S Forward Work Plan when it is considered on 6 July, for reporting on 12 October.</i></p>
<p>8 December 2022</p>	<p>Item 6 Commercial Strategy Progress Update</p>	<p><b>Asset (Re-)Development</b> – Members commented that the costs and potential revenue income from The Rise and Cromwell Road were included in the report but were not broken down by property. Members requested a breakdown by property of funding, construction costs and net rental income to ascertain the return on investment for each asset.</p>	<p>Request to officers</p>	<p>In progress</p>	<p><i>Holding response emailed to Members on 01/02/23. Copy of response in Mod.Gov Library, link provided below Further response emailed to Members on 28/03/23. Copy of response in ModGov Library, link provided below.</i></p> <p><i>26/06/2023 - The latest budget forecast for The Rise development at Marketfield Way will be included in the Q1 Performance Report to O&amp;S on 7 September 2023.</i></p> <p><i>A more detailed breakdown of the budget for The Rise development at Marketfield Way - by property of funding, construction costs and net rental income to ascertain the return on investment on each asset - plus a lessons learnt assessment will be included in the Commercial Strategy Progress Update to O&amp;S on 7 December 2023.</i></p>

15 June 23	Item 6 Quarter 4 2022/23 Performance Report	<b>KPI 10 – The percentage of household waste that is recycled and composted</b> - what effect will the completion of rollout of services to flats have on the percentage of household waste that is recycled and composted?	Request to officers	In progress	
15 June 23	Item 6 Quarter 4 2022/23 Performance Report	<b>KPI 10 – The percentage of household waste that is recycled and composted</b> – are details available for fines issued to residents or information on repeat offenders for contamination of recycling collections?	Request to officers	In progress	
15 June 23	Item 6 Quarter 4 2022/23 Performance Report	<b>KPI 1 – the percentage of Council Tax collected</b> – what are the approximate figures for Council Tax long-term debt?	Request to officers	Completed	<i>Response to be emailed to Members. Copy of response will be published in Mod.Gov Library.</i>
15 June 23	Item 6 Quarter 4 2022/23 Performance Report	<b>KPI 11 – reduction in the Council's carbon footprint</b> - The Head of Corporate Policy, Projects and Business Assurance would circulate the latest report from Surrey County Council on carbon emissions.	Request to officers	Completed	<i>The report is available to view here:</i> <a href="#">Agenda for Cabinet on Tuesday, 29 November 2022, 2.00 pm - Surrey County Council (surreycc.gov.uk)</a>
15 June 23	Item 6 Quarter 4 2022/23 Performance Report	<b>The Chair requested a breakdown of Corporate complaints resolved at stage 1</b>	Request to officers	In progress	

15 June 23	Item 6 Quarter 4 2022/23 Performance Report	<b>Capital Budget</b> - Members asked for confirmation of where the costs for electric vehicle charging points appeared in the budget monitoring report.	Request to officers	Completed	<i>Response to be emailed to Members. Copy of response will be published in Mod.Gov Library.</i>
15 June 23	Item 6 Quarter 4 2022/23 Performance Report	<b>Capital Budget</b> - Members asked for a progress update on the CCTV project	Request to officers	Completed	<i>Response to be emailed to Members. Copy of response will be published in Mod.Gov Library.</i>
15 June 23	Item 6 Quarter 4 2022/23 Performance Report	<b>Capital Budget Housing Allocation</b> - Members asked for clarification on the definition of criteria for a “suitable project” for the £30 million housing budget allocation.	Request to officers	In progress	
15 June 23	Item 7 Treasury Management Strategy 2023/24	<b>Commercial Assets</b> - Members whether the Horley Business Park LLP loan is included in the table (page 94-96).	Request to officers	Completed	<i>Response to be emailed to Members. Copy of response will be published in Mod.Gov Library.</i>
15 June 23	Item 8 Revenues, Benefits & Fraud – Service Provision	Members asked for access to the Tandridge District Council report.	Request to officers	Completed	<i>A link to the Tandridge District Council report would be provided to Members of this committee.</i>

15 June 23	Item 8 Revenues, Benefits & Fraud – Service Provision	The Chair requested an update on progress when the Commercial Strategy Update Report is next presented to this committee in December 2023.	Request to officers	In progress	
15 June 23	Item 9 Overview of Scrutiny	Members requested guidance on accessing the extranet.	Request to officers	In progress	

Written answers from 8 December 2022 can be found here - [Document Written Answers from OSC 8 December 2022 | Reigate and Banstead Borough Council \(moderngov.co.uk\)](#)

Further responses from 8 December 2022 can be found here - [Document Further Responses to Follow On Questions 8 Dec 22 | Reigate and Banstead Borough Council \(moderngov.co.uk\)](#)