

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	Commercial Assets - 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&S Forward Work Plan when it is considered on 6 July, for reporting on 12 October.</i></p>
8 December 2022	Item 6 Commercial Strategy Progress Update	Asset (Re-)Development – 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.	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 - The latest budget forecast for The Rise</i></p>

					<p><i>development at Marketfield Way will be included in the Q1 Performance Report to O&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&S on 7 December 2023.</i></p>
15 June 23	Item 6 Quarter 4 2022/23 Performance Report	The Chair requested a breakdown of Corporate complaints resolved at stage 1	Request to officers	In progress	<i>Officers are currently collating this data and will provide it to members of the committee shortly.</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	Completed	<i>Email sent to O&S members and substitutes on 20/07/2023.</i>
6 July 203	Item 1 Minutes	Camelia Close – Members requested information on the timescale between project completion and sale to be included in the report to O&S Committee in October 2023.	Request to officers	In progress	<i>Lessons learnt from the Cromwell Road/Wheatley Court, Pitwood Park/Camelia Close and Lee Street projects will be presented to the O&S Committee on 12 October 2023.</i>
6 July 2023	Item 1 Minutes - Exempt	Lee Street – Members requested a comparison of the costs for Lee Street to bed and breakfast costs.	Request to officers	Completed	<i>Response emailed to Members on 08/08/2023. Copy of response published in Mod.Gov Library.</i>
6 July 203	Item 1 Minutes - Exempt	Cromwell Road – Members requested that details of construction costs per m ² and type of brick used to be included in the report to O&S Committee in October 2023.	Request to officers	In progress	<i>Lessons learnt from the Cromwell Road/Wheatley Court, Pitwood Park/Camelia Close and Lee Street projects will be presented to the O&S Committee on 12 October 2023.</i>
6 July 2023	Item 1 Minutes - Exempt	Lee Street – Members requested that running costs and a cost comparison to other similar social housing projects in neighbouring boroughs be identified in the report to O&S Committee in October 2023.	Request to officers	In progress	<i>Lessons learnt from the Cromwell Road/Wheatley Court, Pitwood Park/Camelia Close and Lee Street projects will be presented to the O&S Committee on 12 October 2023.</i>

6 July 2023	Item 4 Medium Term Financial Plan 2024/25 to 2028/29	Members requested a summary of budget changes over the last 8 years to be included in the Budget Scrutiny papers.	Request to officers	In progress	
6 July 2023	Item 4 Medium Term Financial Plan 2024/25 to 2028/29	The Chair requested that future updates include financial values for the ranges of possible impacts for the identified risks in section 15 of the MTFP.	Request to officers	In progress	
6 July 2023	Item 6 Reigate & Banstead 2025 Annual Report 2022/23	Members requested information on the vacancy rates in town centres and actions taken to combat the vacancies.	Request to officers	Completed	<i>Response emailed to Members on 08/08/2023. Copy of response published in Mod.Gov Library.</i>
6 July 2023	Item 7 Capital Investment Strategy	Capital Assets - Members requested information on the net yield from the assets listed in the report, together with the portfolio total gross and net yield.	Request to officers	Completed	<i>Response emailed to Members on 08/08/2023. Copy of response published in Mod.Gov Library.</i>
6 July 2023	Item 7 Capital Investment Strategy	Capital Assets - The assets listed had been classified under the CIPFA Code of Practice for preparing the statement of accounts. Members requested an explanation of the basis for the classifications.	Request to officers	Completed	<i>Response emailed to Members on 08/08/2023. Copy of response published in Mod.Gov Library.</i>

6 July 2023	Item 7 Capital Investment Strategy	Capital Assets - Members asked for an explanation for why table 2 included entries for both the Tadworth Centre and the Banstead Sports Centre.	Request to officers	Completed	<i>Response emailed to Members on 08/08/2023. Copy of response published in Mod.Gov Library.</i>
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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 \(moderngov.co.uk\)](#)

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

Written answers from 6 July 2023 can be found here - [Document Follow Up Questions from OS 06 July 2023 | Reigate and Banstead Borough Council \(moderngov.co.uk\)](#)