

Action tracker - Overview and Scrutiny Committee 2019/20

Meeting 2019	Subject and request	Action	Who	When	Completed and Archive
6 June	Annual Internal Audit report – procurement and grants funding A further update be provided to the Committee on the procurement and grants funding audit matters	A further update be provided to the Committee on the procurement and grants funding audit matters.	Projects and Performance Team Leader	13 June 2019	Completed
6 June	Item 7 – Provisional Outturn Report 2018-19	<p>RESOLVED – that the provisional 2018/19 outturn report for Revenue, Capital and Treasury Management (including use of reserves), and the observations of the Committee, as set out in the Minutes (see below), be noted:</p> <ul style="list-style-type: none"> • Capital Programme Outturn 2018/19 - Lee Street Bungalows – Members noted that Lee Street Bungalows had a projected underspend by £0.43m and requested further information on progress of this project. • Disabled Facilities Grant – the report referenced a £0.59m underspend which was due to both a combination of the number of applications received and the capacity of the 	<p>Head of Finance</p> <p>Head of Housing</p> <p>Head of N'hood Operations</p>	<p>28 June 2019 and 1 July 2019 (incl. a follow-up Q&A)</p> <p>Requested information</p>	Completed

		<p>previous contractor to complete the work. Members identified that further publicising it to residents could be useful so there was better uptake in line with the level of government funding available.</p>			
6 June	Item 7 – Provisional Outturn Report 2018-19	<p>Members requested further information on the underlying causes of Capital Programme Outturn variances to distinguish between delivery delays and budget variances. This analysis should be provided to the Executive when they consider the report.</p>	Head of Finance	<p>This will be covered in Q1 performance monitoring in September.</p>	
6 June	Headroom contingency (reserves)	<p>Future budget monitoring reporting would include the Headroom Contingency budget position. Officers would consider observations from the Committee as to how approach financial reporting going forward</p>	Head of Finance	<p>This will be covered in Q1 performance monitoring report in September. Portfolio Holder Cllr Lewanski is leading a review on the format of the quarterly performance monitoring reports, including financial reporting. The intention is to incorporate the outcome in the Q1 performance monitoring report in September.</p>	
6 June	Item 7 – Provisional Outturn Report 2018-19	<p>Members requested more information and a financial breakdown about domestic food and other recycling costs in the</p>	Head of Finance	<p>This will be covered in the Q1 performance monitoring report in September</p>	

		current budget to find out whether increasing volumes were due to roll-out of recycling changes in flats. They also asked for information about assumptions about market prices in the 2019/20 budget.			
6 June	Item 7 – Provisional Outturn Report 2018-19	As it is now well into the first quarter of 2019/20, when these final figures go to the Executive, that officers consider whether these figures have any impact for the current financial year 2019/20 and for capital and revenue reserves.	Head of Finance	This will be covered in the Q1 performance monitoring report in September. Budget outturn 2018/19 is also being taken into consideration when preparing the 2020/21 budget estimates through the service & financial planning process	
6 June	Item 7 – Provisional Outturn Report 2018-19	In the July meeting, the Committee has requested a report on the overall Medium-Term Financial Plan going forward to increase understanding of the overall financial picture. This would include a discussion under Part 2 Exempt business.	Democratic Services Officer	MTFP update report on 11 July O&S Agenda	Completed
6 June	Item 7 – Provisional Outturn Report 2018-19	The Chair requested a future training session for Members on Treasury Management Strategy as it applies to local government.	Head of Finance to contact Treasury m'ment supplier to arrange training in Autumn	In progress for Sept/Oct 2019 before Members consider the half-year Treasury Management report in November	

6 June	Item 8 – Quarterly Performance Report	<p>RESOLVED that:</p> <p>ii. the Committee requested that it has the opportunity to review the Key Performance Indicators for service delivery for 2020/21 before they are adopted, and that affordable housing targets are reported by type.</p> <p>(It was requested that next year (2020/21) there should be an annual process for Members to scrutinise the Service Delivery indicators to advise if these were set at the right levels each year, in addition to reviewing whether the Council was meeting those targets.)</p>	Head of Performance and Projects	In progress	
6 June	Item 8 – Quarterly Performance Report	Members requested, for future years, that indicators could be broken down so they could see how much affordable housing could be secured in each of these above areas of housing development. This would not just look at private development but signpost the Council's forthcoming Housing Strategy and also its collaboration with Raven Housing Trust.	Request to Planning Officers	In progress. Requested 19 June 2019	
6 June	Item 8 – Quarterly Performance Report	Members noted that Raven Housing Trust Board's strategic risk register was a good practice model for officers to note.	Request to officers	Noted at meeting	
6 June	Item 9 – Future O&S Work Programme	It was requested that the planned updated plan on carbon management (discussed at Full Council on 7 February 2019 – Item 75 – Climate Change) come to the	Democratic Services Officer	Noted for future Agenda planning meeting	

		Overview and Scrutiny Committee for discussion before going to full Council.			
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