

**Actions Arising from Overview and Scrutiny Commission Minutes
Updated 16/01/2019**

Meeting 10 May 2018

Action/Information Request	Response
<p>61. Overview and Scrutiny Work programme 2018-19 The Governance and Scrutiny team had also been asked to review how Task and Finish Groups were scoped and develop alternative approaches such as short/sharp reviews; mini programmes of three meetings as well as longer in-depth research topic style reviews.</p>	<p>Outstanding - Work ongoing to develop a new scoping document – would be brought to future Chairman and Vice-Chairman’s group for discussion. Expect to be delivered by September.</p> <p>Meeting with Chairman and Vice-Chairman to be arranged. Item awaiting an update</p>

Meeting 5 July 2018

Action/Information Request	Response
<p>10. Development of Overview and Scrutiny Work Programme 2018-19 Chairman and Vice-Chairman to identify topics for inclusion in the Overview and Scrutiny work programme for the Commission and circulate to members of the Commission.</p>	<p>Outstanding to feedback to the Commission. Item awaiting an update</p>

Meeting 15 November 2018

Action/Information Request	Response
<p>28. Silva Homes Action: Silva Homes to advise the local ward Member of any issues that they faced in relation to property so that Councillors could then follow any issues up with officers at the Council.</p>	<p>Alan Ward, Chief Executive at Silva Homes advised on the 16 January 2019 that a detailed note had been sent around to all key heads of service and managers to remind them of the need to ensure we engage appropriately with local elected members. This will of course as always be subject to relevant data protection requirements on personal data, but there is a protocol in place for this as you know. We will also ensure that all enquiries are logged centrally so we can ensure they are followed up appropriately.</p>
<p>28. Silva Homes Action: Silva Homes to alert Councillors to any future plans that affected their wards so that Councillors could liaise directly with residents as necessary.</p>	
<p>28. Silva Homes Action: Silva Homes to 'CC' Councillors into emails to the Council relating to issues within each Councillor's ward.</p>	
<p>28. Silva Homes Action: Silva Homes to provide a digital contact card for Councillors to provide them with a 'Who's who' contact list at Silva Homes in order that issues can be accurately and timely directed to the correct person/team.</p>	<p>Alan Ward, Chief Executive at Silva Homes advised on the 16 January 2019: we are about to start consultation on a major restructure of the business and this will directly affect key contacts. Once that is settled we will produce an wider and up-to-date contact card – probably in April.</p>
<p>29. Asset Management Plan Action: Steve Caplan to advise the Commission why Binfield C of E Primary School is in the asset list.</p>	<p>Steve Caplan, Assistant Director: Property advised on the 8 January 2019 that the inclusion of Binfield C of E Primary School on the asset list was an error and would be excluded from the list.</p>
<p>29. Asset Management Plan Action: Steve Caplan to appendicise the priority list from the condition based survey to the plan.</p>	<p>Steve Caplan, Assistant Director: Property advised on the 8 January 2019 that the condition reports will be annexed to the final version of the Asset Management Plan which is on the Executive Cycle for the 12 February 2019.</p>
<p>29. Asset Management Plan In the course of discussion, it was raised that the presence of the</p>	<p>On 4 December 2018 Steve Booth, Head of Property advised: The two community centres were included under the S106 schemes,</p>

Action/Information Request	Response
Binfield Community Centre being listed within the S106 Projects gave the impression that the funding arrangements had been agreed. It should be noted that no decisions had yet been made.	because although not currently built, they will be important new facilities for Binfield and Warfield. The current position is that the two projects are at the feasibility stage and are still subject to the grant of planning permission and funding arrangements being agreed.
30. Quarterly Service Report (QSR) Q2 2018 Action: Stuart McKellar, Director: Finance agreed to correct the RAG rating of section 7.2.47 from green to amber in the QSR.	Stuart McKellar raised the issue with John Ainsworth who corrected the relevant section and re-issued an updated QSR on 16 November 2018.