

Housing, Finance and Corporate Services Policy & Scrutiny Committee

Date:	12 June 2017
Classification:	General Release
Title:	2017/18 Work Programme and Action Tracker
Report of:	Director of Policy, Performance & Communications
Cabinet Member Portfolio	Cabinet Member for Housing Cabinet Member for Finance and Corporate Services
Wards Involved:	All
Policy Context:	All
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1. Executive Summary

- 1.1 This report presents the current work programme for approval based on discussion at the last meeting and with senior officers. It also presents an update on the action tracker.

2. Key Matters for the Committee's Consideration

- 2.1 The Committee is asked to:
- Review and approve the draft list of suggested items and prioritise where required
 - Note the action tracker at Appendix 2

3. Current Work Programme

- 3.1 This work programme takes from the long list presented last time and slots items into suggested timescales based on discussions with senior officers and cabinet members. It is presented here for ommittee to review and amend as appropriate.

**If you have any queries about this Report or wish to inspect any of the
Background Papers please contact Muge Dindjer**

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APPENDICES:

Appendix 1- Suggested work programme

Appendix 2- Action Tracker

Work Programme

Housing, Finance and Corporate Services Committee



ROUND ONE – 12 June 2017

<u>Agenda Item</u>	<u>Reasons & objective for item</u>	<u>Represented by:</u>
<u>Cabinet Member Q&A</u>	<u>A Q&A session</u>	
<u>Digital Transformation Programme</u>	<u>To receive an update on current delivery via digital channels and review progress on the Council's digital transformation programme (including website and Report It)</u>	<u>Robin Campbell</u> <u>Maria Benbow</u>
<u>CityWest Homes Transformation</u>	<u>To review the assessment of demand and consultation methodology for estate office closures</u>	<u>Jonathan Cowie</u> <u>Martin Edgerton</u>

ROUND TWO – 11 September 2017

<u>Agenda Item</u>	<u>Reasons & objective for item</u>	<u>Represented by:</u>
<u>Cabinet Member Q&A</u>	<u>A Q&A session</u>	
<u>WESTCO</u>		<u>Ian Farrow</u>
<u>Supply and Allocation of Affordable and Social Housing</u>		<u>Barbara Brownlee</u>

ROUND THREE – 6 November 2017

<u>Agenda Item</u>	<u>Reasons & objective for item</u>	<u>Represented by:</u>
<u>Cabinet Member Q&A</u>	<u>A Q&A session</u>	

<u>Treasury Performance Half Year Statutory Review</u>	<u>A statutory review of treasury performance</u>	<u>Steve Mair</u>
<u>HRA Business Plan Review</u>		<u>Barbara Brownlee</u>

ROUND FOUR– 15 January 2018

<u>Agenda Item</u>	<u>Reasons & objective for item</u>	<u>Represented by:</u>
<u>Cabinet Member Q&A</u>	<u>A Q&A session</u>	
<u>Draft Treasury Management Strategy</u>	<u>A statutory assessment of the draft treasury management strategy prior to submission to Council for approval.</u>	<u>Steve Mair</u>
<u>Housing Regeneration programme Progress-report/site visit</u>		<u>Barbara Brownlee</u>

ROUND FIVE– 26 March 2018

<u>Agenda Item</u>	<u>Reasons & objective for item</u>	<u>Represented by:</u>
<u>Cabinet Member Q&A</u>	<u>A Q&A session</u>	
<u>Homelessness Prevention Trailblazer Pilots</u>		

Other Committee Events & Task Groups

<u>Briefings</u>	<u>Reason</u>	<u>Date</u>
<u>Managed Services Re-procurement T/G</u>	<u>Joint task group with members of the Audit & Performance Committee to contribute to the re-procurement process for the managed services contract.</u>	<u>July 2017</u>
<u>Treasury Investment Opportunities T/G</u>	<u>To consider the Treasury Investment Opportunities</u>	<u>TBC</u>
<u>Budget T/G</u>	<u>Standing task Group to consider the budget of Council</u>	<u>Jan/Feb 2018</u>




ROUND THREE (7 NOVEMBER 16)

Agenda Item	Action and responsible officer	Update
Item 7 – Re-commissioning the housing options service	<p>RESOLVED: Following careful consideration, the Committee endorsed the overall strategic approach to the reshaping and procurement of the Housing Options Service. It has requested that a further update be provided to the committee as the procurement moves forward.</p> <p>(Tara Murphy identify suitable time for an update to be received by committee)</p>	Listed on 2017/2018 work programme

ROUND FOUR (9 JANUARY 2017)

Agenda Item	Action and responsible officer	Update
Item 5 – Cabinet Member Update	<ol style="list-style-type: none"> 1. Provide Members with details of the current and projected year-end underspend in the Council budget and the reasons for this (Action for: Steve Mair, City Treasurer/Martin Hinckley, Head of Revenue and Benefits) 2. Provide an analysis of the likely impact of the new business rateable values for West End businesses. Will this 	<p>Awaiting response</p> <p>Emailed to Members 06.03.17</p>

	<p>require any changes to the Council's Discretionary Rating Appeals scheme and what changes are anticipated in the number of hardship applications this year? (Action for: Steve Mair, City Treasurer/ Martin Hinckley, Head of Revenue and Benefits)</p>	
<p>Item 6 – Luxborough Street Development</p>	<p>1. The Committee has requested information on whether any other schemes with similar sized costs have been aborted in the last 4-5 years. (Action for: Guy Slocombe, Director of Property, Investment and Estates)</p> <p>2. Subject to his views, Members would like sight of the Programme Management report commissioned by the Chief Executive. (Action for: Guy Slocombe, Director of Property, Investment and Estates)</p>	<p>Sent to Members on 02.03.17</p> <p>Sent to Members on 02.03.17 (confidential paper)</p>
<p>Item 7 – Treasury Performance Half Year Review</p>	<p>1. That a task group should be established to consider the previously specified Treasury opportunities. Other Treasury opportunities not covered in the TMSS should also be presented for</p>	<p>Confirming appropriate timescale with officers</p>

	<p>consideration as well as a review of the policy on the countries in which deposits/investments can be invested. (Action for: Tara Murphy, Scrutiny Officer)</p>	
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ROUND FIVE (6 MARCH 2017)		
Agenda Item	Action and responsible officer	Update
Item 5 – Cabinet Member Update	<p>1. The committee would like details about the Council's IT security strategy to mitigate the threats to the organisation. Members wanted to know whether cloud computing provides the same security as the existing server infrastructure. Action for: Ben Goward, Head of Digital Information)</p> <p>2. Members would like a note on any changes to business rates and any impact on the Council following an amendment on transitional relief expected to be announced by the Chancellor in tomorrow's spring budget. (Action for: Steve Mair, City Treasurer)</p>	<p>Awaiting response</p> <p>Emailed to members on 13 March 2017</p>

<p>Item - Estate Regeneration Review</p>	<p>1. Councillor Roca asked about how many homes (social/affordable) the Council will have delivered between 2014 and 2018, i.e. Between the last and next local election. (Action for: Barbara Brownlee, Director of Housing and Regeneration)</p>	<p>Emailed to Cllr Roca by BB on 14.03.2017</p>
<p>Item – HRA Business Plan Review</p>	<p>1. As the 2017/18 Plan anticipates borrowing to peak in year 7 to £334 m which is equal to the HRA debt cap and reserves reducing to around a minimum level of c £11m for 20 years the committee would like to include a regular update on the HRA Business Plan to its work programme. (Action for: Tara Murphy, Policy & Scrutiny Officer)</p>	<p>Listed on 2017/2018 work programme</p>

ROUND SIX (10 APRIL 2017)

Agenda Item	Action and responsible officer	Update
<p>Item 5 – Cabinet Member Update</p>	<p>1 <i>Provide Councillor Roca with details of Westminster's external legal spend. (Action for: Steve Mair)</i></p>	<p>Response requested</p>
	<p>2. How will the Council identify the skills gap in each directorate to determine how they should spend their 0.5% contribution on apprenticeships?</p>	<p>Response emailed to Members on 27/4/2017</p>

	(Action for: Lee Witham, Director of People Services	
Item 5- Cabinet Member Update	The committee requested an assessment of the likely impact of the Homelessness Reduction Bill on the Council. (Action for: Barbara Brownlee, Director of Housing & Regeneration	Work is ongoing on producing this information.