

## Overview & Scrutiny work programme, 2023-24

<b>4 JUNE 2024</b>			
<b>Item</b>	<b>Additional information</b>	<b>Relevant Lead Councillor(s)</b>	<b>Lead officers</b>
Lead Councillor Question Session	–	–	–
Performance Monitoring Report 2023-24 (Quarter 4)	Period January- March 2024.	Cllr Carla Morson, Lead Councillor for Community and Organisational Development	Andrea Barnett, Policy Officer. Ian Doyle, Joint Strategic Director, Transformation & Governance
Spend on consultants and agency workers, 2023-24 (six-month update)	Six month update, requested at September 2023 meeting [Minute OS 14 refers]	Cllr Richard Lucas, Lead Councillor for Finance and Property	Adrian Swift, Senior Specialist Procurement (Interim), Richard Bates, Executive Head of Finance, and Ian Doyle, Joint Strategic Director, Transformation & Governance
Community Services – The Hive	A written report, following on from the presentation to the Committee on 19 December and visit of 24 January.	Cllr Carla Morson, Lead Councillor for Community and Organisational Development	Sam Hutchison, Joint Executive Head of Community Services. Annie Righton, Joint Strategic Director, Community Wellbeing

Guildford & Waverley Transformation & Collaboration Programme	A regular update on the Programme (including scrutiny and comment on draft options appraisals, the recommendations and the costs and savings before they are finalised prior to further consideration by the Executive).	Cllr Carla Morson, Lead Councillor for Community and Organisational Development	Yasmine Makin, Business Transformation Manager, Organisational Development, Waverley Borough Council. Robin Taylor, Executive Head of Organisational Development. Ian Doyle, Joint Strategic Director, Transformation & Governance
<b>9 JULY 2024</b>			
<b>Item</b>	<b>Additional information</b>	<b>Relevant Lead Councillor(s)</b>	<b>Lead officers</b>
Lead Councillor Question Session	–	–	–
Overview and Scrutiny Annual Report, 2023-24	Outlines work of O&S during the past year and its future work programme. Plus, reports decisions taken during the past year under the urgency provisions, the use of call-in, and proposed changes to call-in or urgency procedures.	Cllr James Walsh, Overview and Scrutiny Chair	James Dearling, Senior Democratic Services Officer – Scrutiny
Spend on consultants and agency workers, 2023-24	Annual report. Six-month report was scheduled for June 2024 meeting.	Cllr Richard Lucas, Lead Councillor for Finance and Property	Adrian Swift, Senior Specialist Procurement (Interim), Richard Bates, Executive Head of Finance, and Ian Doyle, Joint

			Strategic Director, Transformation & Governance
Procurement Report, for the period 1 April 2023 to 31 March 2024	Annual report.	Cllr Richard Lucas, Lead Councillor for Finance and Property	Adrian Swift, Senior Specialist Procurement (Interim), Richard Bates, Executive Head of Finance, and Ian Doyle, Joint Strategic Director, Transformation & Governance
Implementation of modern slavery policy	Re: Charter Against Modern Slavery, annual report.	Cllr Richard Lucas, Lead Councillor for Finance and Property	Adrian Swift, Senior Specialist Procurement (Interim), Richard Bates, Executive Head of Finance, and Ian Doyle, Joint Strategic Director, Transformation & Governance
Guildford & Waverley Transformation & Collaboration Programme	To review an update on the Programme (including scrutiny and comment on draft options appraisals, the recommendations and the costs and savings before they are finalised prior to further consideration by the Executive).	Cllr Carla Morson, Lead Councillor for Community and Organisational Development	Yasmine Makin, Business Transformation Manager, Organisational Development, Waverley Borough Council. Robin Taylor, Executive Head of Organisational Development. Ian Doyle, Joint Strategic Director, Transformation & Governance

<b>10 SEPTEMBER 2024</b>			
<b>Item</b>	<b>Additional information</b>	<b>Relevant Lead Councillor(s)</b>	<b>Lead officers</b>
Lead Councillor Question Session	–	–	–
Safer Guildford Partnership Annual Report 2024	The Committee is required to examine the work of the Partnership and advise on crime and disorder matters of local concern	Cllr Carla Morson, Lead Councillor for Community and Organisational Development	Sam Hutchison, Joint Executive Head of Community Services.
Borough's Response to Refugees – update	Requested for September 2024 OSC or earlier in the event of significant change [Minute OS14 refers, 12 September 2023]	Cllr Carla Morson, Lead Councillor for Community and Organisational Development	Sam Hutchison, Joint Executive Head of Community Services.
Guildford & Waverley Transformation & Collaboration Programme	To review an update on the Programme (including scrutiny and comment on draft options appraisals, the recommendations and the costs and savings before they are finalised prior to further consideration by the Executive).	Cllr Carla Morson, Lead Councillor for Community and Organisational Development	Yasmine Makin, Business Transformation Manager, Organisational Development, Waverley Borough Council. Robin Taylor, Executive Head of Organisational Development. Ian Doyle, Joint Strategic Director, Transformation & Governance

<b>12 NOVEMBER 2024</b>			
<b>Item</b>	<b>Additional information</b>	<b>Relevant Lead Councillor(s)</b>	<b>Lead officers</b>
Lead Councillor Question Session	–	–	–
Guildford & Waverley Transformation & Collaboration Programme	To review an update on the Programme (including scrutiny and comment on draft options appraisals, the recommendations and the costs and savings before they are finalised prior to further consideration by the Executive).	Cllr Carla Morson, Lead Councillor for Community and Organisational Development	Yasmine Makin, Business Transformation Manager, Organisational Development, Waverley Borough Council. Robin Taylor, Executive Head of Organisational Development. Ian Doyle, Joint Strategic Director, Transformation & Governance
<b>14 JANUARY 2025</b>			
<b>Item</b>	<b>Additional information</b>	<b>Relevant Lead Councillor(s)</b>	<b>Lead officers</b>
Lead Councillor Question Session	–	–	–
Air Quality – Updates		Cllr Merel Rehorst-Smith, Lead Councillor for Regulatory and Democratic Services	Richard Homewood, Executive Head Regulatory Services and/or Gary Durrant, Senior Specialist - Environment Control (Noise and Pollution), and Dawn Hudd, Joint Strategic Director, Place

Operation of the Leisure Management contract, 2023-24	To scrutinise the Council's contracts monitoring in relation to the Leisure Partnership Agreement. The leisure contract will end in October 2025.	Cllr Catherine Houston, Lead Councillor for Commercial Development	Charlotte Brindley, Leisure Contracts Officer, Kelvin Mills, Executive Head Commercial Services, and Ian Doyle, Strategic Director, Transformation & Governance
Annual report and monitoring arrangements for operation of the G Live contract, 2023-24	To scrutinise the Council's contracts monitoring in relation to the final year of the G Live contract	Cllr Catherine Houston, Lead Councillor for Commercial Development	Charlotte Brindley, Leisure Contracts Officer, Kelvin Mills, Executive Head Commercial Services, and Ian Doyle, Strategic Director, Transformation & Governance
Guildford & Waverley Transformation & Collaboration Programme	To review an update on the Programme (including scrutiny and comment on draft options appraisals, the recommendations and the costs and savings before they are finalised prior to further consideration by the Executive).	Cllr Carla Morson, Lead Councillor for Community and Organisational Development	Yasmine Makin, Business Transformation Manager, Organisational Development, Waverley Borough Council. Robin Taylor, Executive Head of Organisational Development. Ian Doyle, Joint Strategic Director, Transformation & Governance
<b>4 MARCH 2025</b>			
<b>Item</b>	<b>Additional information</b>	<b>Relevant Lead Councillor(s)</b>	<b>Lead officers</b>
Lead Councillor Question Session	–	–	–

<p>Guildford &amp; Waverley Transformation &amp; Collaboration Programme</p>	<p>To review an update on the Programme (including scrutiny and comment on draft options appraisals, the recommendations and the costs and savings before they are finalised prior to further consideration by the Executive).</p>	<p>Cllr Carla Morson, Lead Councillor for Community and Organisational Development</p>	<p>Yasmine Makin, Business Transformation Manager, Organisational Development, Waverley Borough Council. Robin Taylor, Executive Head of Organisational Development. Ian Doyle, Joint Strategic Director, Transformation &amp; Governance</p>
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<p style="text-align: center;"><b>UNSCHEDULED ITEMS</b></p>			
<p><b>Item</b></p>	<p><b>Additional information</b></p>	<p><b>Relevant Lead Councillor(s)</b></p>	<p><b>Lead officers</b></p>
<p>Draft Communications Strategy 2024-25</p>	<p>To consider the new draft Strategy</p>	<p>Cllr Angela Goodwin, Lead Councillor for Engagement and Customer Services</p>	<p>Nicola Haymes, Joint Executive Head of Communications and Customer Service</p>
<p>New Housing Strategy (including Homelessness Prevention and Rough Sleeping Strategies)</p>	<p>To consider the draft new housing strategy that includes the statutory elements of homelessness prevention and rough sleeping.</p>	<p>Cllr Julia McShane, Leader of the Council and Lead Councillor for Housing</p>	<p>Joint Executive Head of Housing Services.</p>

Thames Water: Water Resources Management Plan	To consider Thames Water's planning for the Guildford area [Minute OS37, 30 January 2024, refers]	–	–
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Task and finish groups	
Title	Update
Affordable Housing	<p>Councillors P. Brooker, Brothwell, Creese, Fenwick, Jones, Oven, Smith, Taylor, and Steel have expressed interest in possibly continuing the work of the review. A narrative summary of the first task group's work was shared in early December 2023.</p> <p>Meetings had been held with the Joint Executive Head of Housing Services, Cllr Brothwell, and the O&amp;S Chair to discuss the progress of the original task group and how to take forward the issues. The next step is to move ahead with setting up the membership of the group and revising its terms of reference, and determining what the review look at to deliver agreed and demonstrable outcomes. This will now follow the appointment of a new Joint Executive Head of Housing (the former Joint Executive Head of Housing Services had confirmed he would be the lead housing officer on the group).</p>