

Action Tracker



Housing, Finance and Corporate Services Committee

ROUND TWO 11th SEPTEMBER 2017

Agenda Item	Action and responsible officer	Update
Item 4 – Work Programme and Action Tracker	Provide the committee with a note on where the responsibilities for scrutinising rough sleeping lie. (Action for: Barbara Brownlee, Interim Executive Director for Growth, Planning & Housing)	Response e-mailed on 3 rd October 2017
Item 5 – Cabinet Member Update	Provide the committee with an update on the current position regarding the regeneration of Ebury Bridge. (Action for: Barbara Brownlee, Interim Executive Director for Growth, Planning & Housing)	
	Provide Councillor Church with confirmation of when a new fire safe door will be replaced in a tenant's residence at Kemp House. (Action for: Sarah Stevenson Jones, CWH Head of Health and Safety)	Response e-mailed w/c 9 th October.
	Provide Councillor Roca with an update on the consultation programme for the Church Street Masterplan. (Action for: Barbara Brownlee, Interim Executive Director for Growth, Planning & Housing)	Response e-mailed on 5 th October 2017
	How many applications have been received for funds from the small business rate relief scheme and for the £1000 allowance for public houses with a rateable value below £100,000? (Action for: Martin Hinckley, Head of Revenue and Benefits)	Response e-mailed on 14 th September 2017
	What is the difference in staffing levels at the Council compared to the previous year? (Action for: Lee Witham, Director of People Services)	Response e-mailed on 3 rd October 2017

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	Provide Councillor Williams with further details regarding the property management contract to GVA. (Action for: Guy Slocombe, Director of Property, Investments and Estates)	
Item 6 - City West Homes and Westminster City Council's Response to Fire Safety Within Council Housing Stock in Light of The Grenfell Disaster	The committee wishes to review on an annual basis the concerns that residents have raised regarding fire safety in the Council's housing stock and how these have been investigated and responded to.	
	That a letter be sent to the Leader of the Council and the Cabinet Member for Housing expressing concerns over the regulatory limitations of freeholders to monitor and enforce fire safety reviews. The note to also highlight the impact of the additional fire safety costs on the HRA Business Plan (Aaron Hardy, Policy and Scrutiny Manager)	Completed – 13 th October.
Item 8 - Deputation From the 'Save Our Ebury' Group	That a record of the deputation be forwarded to the Cabinet Member for Housing and the Interim Executive Director for Growth, Planning & Housing with a request that they provide an update to the committee on their plans to meet and engage with stakeholders(Aaron Hardy, Policy and Scrutiny Manager)	Record sent (09/10/17) and response requested

ROUND ONE 12th JUNE 2017

Agenda Item	Action and responsible officer	Update
Item 5 – Cabinet Member Update	<u>High Value Voids Levy</u> - Inform Members when the government consultation on the formula to determine the payment will take place	Officer advice is that this is now likely to be quietly dropped as there has been a change of Housing Minister.

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	<p><u>Shared Ownership Sales at North Wharf Road</u> - the committee would like to know how many of the shared ownership properties have been sold. (Action for: Barbara Brownlee, Director of Housing & Regeneration)</p>	<p>Response emailed to Members on 31/7/2017</p>
<p>Item 6- Update on the Digital Service and Future Plans</p>	<p>Provide the committee with the plan for the delivery of the 'My Account' programme including key milestones. (Action for: Maria Benbow, Commercial and Digital Transformation Director)</p>	<p>Response emailed to Members on 1/9/2017</p>
	<p>Following the completion of the feasibility phase of the programme in the Committee would like to consider and provide feedback on the outline business case and design solutions prior to these being considered by Cabinet. (Action for: Maria Benbow, Commercial and Digital Transformation Director/Aaron Hardy, Scrutiny Manager)</p>	<p>Ongoing. The feasibility study continues until the end of December. A workshop with members of the Committee can be organized to review some of the findings. The suggested timing for this is Autumn.</p>
<p>Item 7-CityWest Homes-Transformation Programme</p>	<p>The committee would like to receive regular updates on the performance of and resident satisfaction with the new operating model and new repairs/major works contracts. (Action for: Jonathan Cowie/Martin Edgerton, CWH)</p>	<p>This item has been placed on the Committee's work program</p>
	<p>Provide Councillor Church with a note on actions that CWH and the Council are undertaking to protect the residents of Kemp House on Berwick Street from the impact of building works being undertaken beneath the building by a private sector developer. (Action for: Jonathan Cowie/Martin Edgerton, CWH)</p>	<p>Response emailed to members on 17/08/18</p>

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Agenda Item	Action and responsible officer	Update
Item 5 – Cabinet Member Update	<i>Provide Councillor Roca with details of Westminster's external legal spend. (Action for: Tasmin Shawkat)</i>	Response requested
	How will the Council identify the skills gap in each directorate to determine how they should spend their 0.5% contribution on apprenticeships? (Action for: Lee Witham, Director of People Services)	Response emailed to Members on 27/4/2017
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)	Response e-mailed on 24 th October 2017

ROUND FIVE (6 MARCH 2017)

Agenda Item	Action and responsible officer	Update
Item 5 – Cabinet Member Update	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)	Awaiting response
	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)	Emailed to members on 13 March 2017

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<p>Item - Estate Regeneration Review</p>	<p>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>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>Considered as part of 2018/19 budget task group</p>

ROUND FOUR (9 JANUARY 2017)

Agenda Item	Action and responsible officer	Update
<p>Item 5 – Cabinet Member Update</p>	<p>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)</p>	<p>Response emailed to members on 17/08/18</p>
	<p>Provide an analysis of the likely impact of the new business rateable values for West End businesses. Will this 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>Emailed to Members 06.03.17</p>

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<p>Item 6 – Luxborough Street Development</p>	<p>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>Sent to Members on 02.03.17</p>
	<p>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 (confidential paper)</p>
<p>Item 7 – Treasury Performance Half Year Review</p>	<p>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 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>	<p>Confirming appropriate timescale with officers</p>

ROUND THREE (7 NOVEMBER 16)

Agenda Item	Action and responsible officer	Update
<p>Item 7 – Re-commissioning the housing options service</p>	<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>	<p>Listed on 2017/2018 work programme</p>