

**COUNCIL OVERVIEW & SELECT COMMITTEE
ACTIONS AND RECOMMENDATIONS TRACKER – UPDATED November 2013**

The recommendations tracker allows Committee Members to monitor responses, actions and outcomes against their recommendations or requests for further actions. The tracker is updated following each Select Committee. Once an action has been completed, it will be shaded out to indicate that it will be removed from the tracker at the next meeting. The next progress check will highlight to members where actions have not been dealt with.

Recommendations made to Cabinet

Date of meeting and reference	Item	Recommendations	To	Response	Progress Check On
3 October 2013 COSC 003	DIGITAL BY DEFAULT [Item 6]	That the Cabinet considers developing a high-level strategy document to help guide its approach to the digital delivery of both back-office and front-line services.	Cabinet	This was considered at the Cabinet meeting on 22 October 2013. A response was included in the Committee papers on 7 November 2013.	December 2013
3 October 2013 COSC 004	DIGITAL BY DEFAULT [Item 6]	That consideration be given to identifying a Cabinet Member to take lead responsibility for the Council's overall approach to the digital delivery of services.	Cabinet	This was considered at the Cabinet meeting on 22 October 2013. A response was included in the Committee papers on 7 November 2013.	December 2013

Date of meeting and reference	Item	Recommendations	To	Response	Progress Check On
7 November 2013 COSC 008	RESPONSES FROM THE CABINET TO ISSUES REFERRED BY THE SELECT COMMITTEE [ITEM 5]	The Cabinet Member for Business Services is requested to consider the Committee's recommendation, from its October meeting, regarding the development of a high-level strategy document to help guide its approach to the digital delivery of both back-office and front-line services.	Cabinet Member for Business Services	The Cabinet Member for Business Services will attend today's meeting and a Digital Update report has been prepared for the Committee.	December 2013

Select Committee and Officer Actions

Date of meeting and reference	Item	Recommendations/ Actions	To	Response	Progress Check On
12 September 2013 COSC 002	PERFORMANCE MONITORING 2013-14 - QUARTER 1 [Item 9]	Future reports to include comparisons with other councils.	Senior Performance and Research Manager/ Cabinet Member for Business Services	This will be implemented for the publication of the next Performance Monitoring quarterly report.	January 2014
7 November 2013 COSC 010	BUDGET MONITORING - SEPTEMBER 2013 [Item 7]	That a report be provided on the Social Capital initiatives in Surrey, including how the expected outcomes would be achieved and details of other councils adopting a similar approach.	Strategic Director for Adult Social Care	This report is included in the papers for today's meeting.	December 2013

Date of meeting and reference	Item	Recommendations/ Actions	To	Response	Progress Check On
7 November 2013 COSC 011	BUDGET MONITORING - SEPTEMBER 2013 [Item 7]	The Committee requests officers consider benchmarking expenditure per head against other local authorities.	Deputy Chief Finance Officer	Officers have agreed to investigate this and bring information to the Performance & Finance sub group in December.	December 2013
7 November 2013 COSC 012	IMPROVING STAFF MORALE AND WELLBEING [Item 8]	The Committee receive a report on Surrey's People Strategy at a future meeting.	Head of Human Resources and Organisational Development	The Committee will be considering the next steps as part of its scrutiny of this topic today.	December 2013
COMPLETED ITEMS					
12 September 2013 COSC 001	THE IMPACTS OF WELFARE REFORM IN SURREY [Item 7]	That the Committee set up a Member Task Group to gather evidence from a range of stakeholders on the impacts of welfare reform and key issues for Surrey County Council and partners.	Chairman/ Democratic Services	This Member Task Group has been set up and will give a progress update on 30 January 2014	January 2014
3 October 2013 COSC 005	DIGITAL BY DEFAULT [Item 6]	That the Welfare Reform Task Group investigates the impact on users of the requirement for Universal Credit applications to be made online.	Welfare Reform Task Group	This has been included in the Task Group's lines of enquiry.	January 2014

Date of meeting and reference	Item	Recommendations/ Actions	To	Response	Progress Check On
3 October 2013 COSC 006	DIGITAL BY DEFAULT [Item 6]	That the Committee receives a further report at its meeting in December 2013, summarising services already delivered digitally by the Council, and outlining initiatives in place or proposed to ensure a co-ordinated approach.	Head of IMT/Head of Customer Services	This report has been prepared and will be considered at today's meeting.	December 2013