

**Council Overview Board**  
**ACTIONS AND RECOMMENDATIONS TRACKER – UPDATE 28 October 2015**

The recommendations tracker allows Members to monitor responses, actions and outcomes against their recommendations or requests for further actions. The tracker is updated following each meeting. 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. Please note that this tracker includes recommendations from the former Council Overview & Scrutiny Committee.

**Recommendations made to Cabinet or other Scrutiny Boards**

Date of meeting and reference	Item	Recommendations	To	Response	Progress Check On
17 AUGUST 2015	CHIEF EXECUTIVE'S 6 MONTH REPORT	That the Chief Executive's 6 month report be presented to Full Council	Leader of the Council	The Leader supported the request for the report to be presented to Council in future years	February 2016
10 September 2015	<b>SURREY AIRPORT POLICY</b>	<p>1. Surrey County Council should urge government to make a quick and final decision on airport capacity in the South East.</p> <p>2. The Council should be fully involved in the considerable work involved to refine any proposals after an 'in principle' decision on extra capacity is made. However, the council's financial exposure should be minimised as far as possible.</p> <p>3. The Council should reiterate its regret (as expressed in their submission to the Airports Commission) that the</p>	Cabinet	These recommendations were presented to Cabinet on 27 October and the response is included at Item 5 of this agenda.	November 2015

Date of meeting and reference	Item	Recommendations	To	Response	Progress Check On
		<p>commission did not explore the issues of surface access to any expanded airport in nearly enough detail, and recommends this should be given high priority.</p> <p>4. The majority of Council Overview Board members agree that an extra runway, at one of the shortlisted locations recommended in the Airport Commission's report, should be provided as soon as practicable, not withstanding the reservations expressed above.</p>			
1 October 2015	ORBIS BUSINESS PLAN	A series of comments were presented to Cabinet on 27 October 2015.	Cabinet.	The response is included at Item 5 of this agenda.	November 2015.

#### Scrutiny Board and Officer Actions

Date of meeting and reference	Item	Recommendations/ Actions	To	Response	Progress Check On
4 June 2014	<b>REWARD STRATEGY REVIEW 2014-18</b>	Historic data about trends in staff costs and benchmarking data for staff above level S8 to be circulated	Head of HR and Organisational Development	At the Performance & Finance Sub Group meeting in September 2014, the HR Relationship	November 2015.

Date of meeting and reference	Item	Recommendations/ Actions	To	Response	Progress Check On
		to Members of the Committee.		<p>Manager (Adults) advised that the Council were currently looking to appoint a partner to undertake benchmarking. At present, benchmarking was completed on an ad-hoc basis, but there were no systematic checks. It was agreed that data would be shared as and when it became available and that the decision regarding the partner chosen for benchmarking would be announced to the Committee as part of their Pay &amp; Reward updates scheduled.</p> <p>The next scheduled update is in November 2015.</p>	
3 October 2014	INTERNAL AUDIT REPORTS	The process for awarding the future agency staff contract to be shared with the Committee	Director of People and Development	<p>A review of options has been completed and it has been agreed to retender under improved public procurement frameworks. There was consideration given to developing our own 'in-house' agency and it has been decided not to progress this approach given the level of investment, competitive market and changing demand patterns.</p> <p>SCC is now working with East Sussex as part of the Orbis</p>	November 2015.

Date of meeting and reference	Item	Recommendations/ Actions	To	Response	Progress Check On
				partnership to jointly procure a new form of contract which allows the Councils to access cost effective mark-up rates, a wide talent pool of specialist and generalist agencies, to develop direct and productive relationships with key suppliers, whilst retaining the benefits of central control of costs and invoicing.	
29 January 2015	<b>CARBON AND ENERGY POLICY FOR 2015 TO 2016</b>	The Council carries out a staff awareness campaign to highlight the costs and CO2 emissions associated with current energy use	Trevor Pugh/Julie Fisher	An update report was produced for the Council Overview Board's meeting on 1 October 2015.	November 2015
3 June 2015	<b>REPORT OF THE WELFARE REFORM TASK GROUP</b>	A number of recommendations were made to Cabinet by the Welfare Reform Task Group.  These recommendations were accepted and are being monitored by the Welfare Reform Task Group		The Welfare Reform Task Group will present updates to Council Overview Board in due course	January 2016
1 July 2015	<b>BUDGET MONITORING</b>	The Board recommends that Scrutiny Board Chairmen ensure that individual Scrutiny Boards scrutinise plans to replace one-off savings/test sustainability.	Scrutiny Chairmen.	Each individual Scrutiny Board has been notified and will include this question in their scrutiny of the draft budget.	November 2015.

Date of meeting and reference	Item	Recommendations/ Actions	To	Response	Progress Check On
1 October 2015	<b>ANNUAL REPORT OF THE SHAREHOLDER BOARD</b>	An update on the Shareholder Board review of the Council's involvement in the joint venture company (Babcock 4S) to be included in the next scheduled report to Council Overview Board in April 2016.	Shareholder Board	This has been scheduled for April 2016	April 2016
1 October 2015	<b>ANNUAL REPORT OF THE SHAREHOLDER BOARD</b>	Receive progress update on Surrey Choices governance mechanisms and report to the Council Overview Board if necessary	Social Care Scrutiny Board/Shareholder Board	The Social Care Services Board have scheduled a review of Surrey Choices in late spring 2016.	March 2016
1 October 2015	<b>PROPERTY STRATEGY</b>	An item on Member engagement with the Strategic Asset Management Plan to be scheduled for local committee chairmen's group	Local Committee Chairmen's Group/Director of People	This has been scheduled for January 2016.	February 2016.
1 October 2015	<b>CARBON &amp; ENERGY POLICY</b>	Provide the Council Overview Board with an update on review of business mileage, lump sum payments and any related incentives for staff	Head of Property/Director of People and Development	An item on reward strategy will be included on the 5 November agenda.	November 2015
1 October 2015	<b>CARBON &amp; ENERGY POLICY</b>	An update to be provided on the savings achieved from the light dimming initiative.	Energy Manager	To be provided in the next report to Council Overview Board	April 2016
1 October 2015	<b>CARBON &amp; ENERGY POLICY</b>	Report back to the Board following the SE7 Energy Managers Group meeting, to highlight any best practice.	Energy Manager	To be reported after the next SE7 Energy Group meeting	December 2015
1 October 2015	<b>CARBON &amp; ENERGY POLICY</b>	Include aspirational and step change measures in a future report to the Board	Energy Manager	To be included as part of the next report to Council Overview Board	April 2015
1 October 2015	<b>BUDGET MONITORING</b>	Receive further information about the breakdown within Central Income & Expenditure in future reports	Deputy Chief Finance Officer	This will be included as part of the next budget monitoring paper	January 2016

Date of meeting and reference	Item	Recommendations/ Actions	To	Response	Progress Check On
1 October 2015	<b>BUDGET MONITORING</b>	Include recruitment/vacancy statement in future HR&OD item	Director of People & Development	A number of HR&OD items are to be scheduled following the introductory item on November agenda.	November 2015.
1 October 2015	<b>BUDGET MONITORING</b>	Resident Experience Board to scrutinise Local Committee budgets and report back to the Council Overview	Chairman of Resident Experience Board	The recommendation has been taken up by the Resident Experience Board's Performance & Finance Sub Group	December 2015.