

Council Overview Board
ACTIONS AND RECOMMENDATIONS TRACKER – UPDATED 20 January 2016.

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

Date of meeting and reference	Item	Recommendations	To	Response	Progress Check On
5 November 2015	AGENCY STAFF	The frequency of reorganisation within the Environment & Infrastructure Directorate be considered and managed to avoid an impact on: <ul style="list-style-type: none"> • The morale and wellbeing of Highways staff • The ability of the service to carry out priority highway maintenance 	Cabinet	A response is included at Item 5.	January 2016

Scrutiny Board and Officer Actions

Date of meeting and reference	Item	Recommendations/ Actions	To	Response	Progress Check On
3 June 2015	REPORT OF THE WELFARE REFORM TASK GROUP	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 October 2015	ANNUAL REPORT OF THE SHAREHOLDER BOARD	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 June 2016	June 2016
1 October 2015	ANNUAL REPORT OF THE SHAREHOLDER BOARD	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. The Chairman has met with relevant officers and more information will be presented to the Board alongside the Shareholder Board report in June 2016.	June 2016.
1 October 2015	CARBON & ENERGY POLICY	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	It has been agreed that a briefing will be circulated to Members outside of the Board.	February 2016

Date of meeting and reference	Item	Recommendations/ Actions	To	Response	Progress Check On
1 October 2015	CARBON & ENERGY POLICY	An update to be provided on the savings achieved from the light dimming initiative.	Energy Manager	As above.	February 2016
1 October 2015	CARBON & ENERGY POLICY	Report back to the Board following the SE7 Energy Managers Group meeting, to highlight any best practice.	Energy Manager	As above.	February 2016
1 October 2015	CARBON & ENERGY POLICY	Include aspirational and step change measures in a future report to the Board	Energy Manager	As above.	February 2016.
1 October 2015	BUDGET MONITORING	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
1 October 2015	BUDGET MONITORING	Resident Experience Board to scrutinise Local Committee budgets and report back to the Council Overview	Chairman of Resident Experience Board	A response was tabled at the meeting in December and is at Annex B to this tracker. Local Committee spend will be included in the budget report to the Council Overview Board in January 2016.	January 2016.
5 November 2015	HR&OD SERVICE	A briefing note to be circulated on major changes made to HR policies, following the current period of review and refresh	Director of People & Development	A briefing note will be included with the HR&OD papers in March 2016.	March 2016
5 November 2015	AGENCY STAFF	More information to be made available regarding the difficulty of recruiting Educational Psychologists	HR Relationship Manager	Action outstanding.	January 2016

Date of meeting and reference	Item	Recommendations/ Actions	To	Response	Progress Check On
2 December 2015	FINANCIAL PROSPECTS FOR THE MEDIUM TERM FINANCIAL PLAN	Ensure Scrutiny Boards have sufficient details of current savings plans and possible additional savings when they analyse budgets within their remit	Deputy Chief Finance Officer	This item is on the agenda on 28 January 2016.	January 2016
2 December 2015	FINANCIAL PROSPECTS FOR THE MEDIUM TERM FINANCIAL PLAN	A briefing note following the Local Government Settlement that shows how much funding was expected to be lost against how much was lost in reality	Deputy Chief Finance Officer	Due in February.	March 2016.
2 December 2015	FINANCIAL PROSPECTS FOR THE MEDIUM TERM FINANCIAL PLAN	Consideration is given to the 2% Council Tax increase to fund Social Care, and to look at how the funding is distributed with the Districts & Boroughs	Social Care Services Scrutiny Board	A recommendation from the Social Care Services Board has been included in the papers for 28 January 2016.	January 2016
2 December 2015	FINANCIAL PROSPECTS FOR THE MEDIUM TERM FINANCIAL PLAN	That scrutiny boards provide income generation targets and scrutinise the effect that staffing reductions will have on the wider delivery of services.	Scrutiny Officers/Scrutiny Boards	An update will be provided at the 28 January 2016 meeting.	January 2016

Date of meeting and reference	Item	Recommendations/ Actions	To	Response	Progress Check On
2 December 2015	FINANCIAL PROSPECTS FOR THE MEDIUM TERM FINANCIAL PLAN	Central Government is lobbied to enable Districts & Boroughs to raise an additional 2% in Council Tax for Social Care.		This will be discussed as part of the budget recommendations item on January 2016.	January 2016.

The following actions are completed and will be removed from the tracker after today's meeting:

4 June 2014	REWARD STRATEGY REVIEW 2014-18	Historic data about trends in staff costs and benchmarking data for staff above level S8 to be circulated to Members of the Committee.	Head of HR and Organisational Development	At the Performance & Finance Sub Group meeting in September 2014, the HR Relationship 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 & Reward updates scheduled. The next scheduled update is in December 2015.	December 2015.
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1 October 2015	PROPERTY STRATEGY	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/Chief Property Officer	This has been scheduled	February 2016.
1 October 2015	PROPERTY STRATEGY	Confirmation sought on whether land purchases carried out by Hasley Garton Properties LTD (set up as a wholly owned SCC LATC) need to satisfy the well-being requirement introduced by the Local Government Act 2000.	Chief Property Officer	A response was circulated to the Board ahead of the December 2015 meeting.	January 2016
5 November 2015	HR&OD SERVICE	Officers to provide statistics about the number of cases that are resolved through restorative approaches	Head of HR Operations	The following response has been provided: Of 303 cases within HR, 87 have been or are being resolved via restorative method.	December 2015
5 November 2015	AGENCY STAFF	Further figures to be provided showing comparable costs across the Council, to provide an estimate of the "true cost" of an agency worker (including the implications if that member of agency staff was not in post).	HR Relationship Manager	A briefing was circulated on 4 January 2016.	January 2016.
5 November 2015	AGENCY STAFF	A breakdown of roles recruited as agency staff in Business Services to be circulated to Members	HR Relationship Manager	This information has been shared with the Chairman and Vice Chairman for consideration.	January 2016