

Council Overview Board
ACTIONS AND RECOMMENDATIONS TRACKER – UPDATED 31 March 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
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Scrutiny Board and Officer Actions

Date of meeting and reference	Item	Recommendations/ Actions	To	Response
1 October 2015	CARBON & ENERGY POLICY	An update to be provided on the savings achieved from the light dimming initiative.	Energy Manager	Requested.

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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	Requested.
1 October 2015	CARBON & ENERGY POLICY	Include aspirational and step change measures in a future report to the Board	Energy Manager	Requested.
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 to be emailed.
28 January 2016 A2/2016	RECOMMENDATIONS TRACKER AND FORWARD WORK PROGRAMME	A Council Overview Board Bulletin to be trialled as a way of sharing updates on actions and issues of interest to the Board.	Scrutiny Manager	The aim is to produce the first bulletin in April 2016.
3 March 2016	STAFF SURVEY REPORT	The Scrutiny Chairman to consider whether there were any specific issues from the staff survey for their areas which would require further scrutiny.	Council Overview Board Chairman	Scrutiny Officers have highlighted this recommendation to their Chairmen.
3 March 2016	STAFF SURVEY REPORT	The outcomes of the review of the effectiveness of the High Performance Development Programme to be shared with the Chairman and Vice-Chairman of the Board.	Strategic Change and Efficiency Manager	An update to be provided. HR advised that 21 September would be an appropriate date for a report.

Date of meeting and reference	Item	Recommendations/ Actions	To	Response
13 April 2016	LEADERSHIP RISK REGISTER REPORT	The Board agreed that Scrutiny Board Chairmen should consider scrutiny of their relevant Directorate Leadership Risk Registers as appropriate.	Scrutiny Board Chairman	An update to be provided once risk register scrutiny has been scheduled.

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COMPLETED ACTIONS- TO BE DELETED

Date of meeting and reference	ITEM	Recommendations/ Actions	To	Response
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 is due to meet in April and a progress update will be provided in the Board's bulletin in May 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	This was picked up as part of the Surrey Pay and Reward Strategy package. Details of the package were provided to Members at a workshop on 16 March 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
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.
5 November 2015	AGENCY STAFF	More information to be made available regarding the difficulty of recruiting.	HR Relationship Manager	An item on the use of agency staff has been scheduled for the July meeting