

**Council Overview Board**

**ACTIONS AND RECOMMENDATIONS TRACKER – UPDATED 5 October 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.

Date of meeting and reference	Item	Recommendations/ Actions	To	Response
1 June 2016 A5/2016	<b>FUTURE WORK PROGRAMME</b>	a) The Chairman to consider the addition of an item on the Council’s Asset Management Strategy to the Board’s forward work plan.	Council Overview Board Chairman	This has been scheduled for December
1 June 2016 A6/2016	<b>ANNUAL REPORT OF THE SHAREHOLDER BOARD</b>	a) That the issue of ensuring effective scrutiny of arm’s-length companies be addressed by the Council Overview Board as part of the review of ‘scrutiny in a new environment’ in July 2016.	Council Overview Board Chairman	The item was on the agenda for the last meeting and it was agreed that a Task Group be set up to investigate these issues further.
1 June 2016 A7/2016	<b>ANNUAL REPORT OF THE SHAREHOLDER BOARD</b>	a) That further scrutiny in relation to Surrey Choices be scheduled once the Shareholder Board had completed the review of its business plan.	Scrutiny Manager	Awaiting completion of the business plan review.  Update: Surrey Choices has been given further time to complete a final business plan. This is expected in October. Scrutiny could be scheduled for the December meeting of COB.

Date of meeting and reference	Item	Recommendations/ Actions	To	Response
6 July 2016 A9/2016	<b>RESPONSES FROM THE CABINET TO ISSUES REFERRED BY THE SCRUTINY BOARD</b>	a) That the Chairman consider whether any further discussion with the Cabinet was appropriate in the light of the Cabinet's response to the recommendation on the Investment Strategy Property Portfolio.	Council Overview Board Chairman	The Chairman has requested further papers from the Investment Advisory Board to aid his investigation and will report back to the Board at its November meeting.
21 September 2016 R5/2016	<b>FINANCIAL SUSTAINABILITY &amp; BUDGET PLANNING 2017-2022</b>	a) The Board recommends that the Leader should make the decision regarding acceptance or refusal of the governments four year settlement offer in public at a Leaders Decision making meeting so council members can make any representations as necessary.	Leader of the council	This decision was made in public at a Leader's decisions meeting on Wednesday 12 October.
21 September 2016 R6/2016	<b>SURREY COUNTY COUNCIL'S APPROACH TO CONSULTATION</b>	a) That COB in conjunction with members from the Resident Experience Board convene a task group to investigate how consultations could be best run across the council.	Scrutiny Manager	A draft scoping document has been circulated for sign-off prior to agreeing the membership of this group.
21 September 2016 R7/2016	<b>INTERNAL AUDIT: REVIEW OF PROPERTY ASSET MANAGEMENT SYSTEM INCOME MODULE</b>	a) The Board agreed that the service will report its progress against the high priority recommendations to Democratic Services.	Claire Barrett Nigel Jones David John Siva Sanmugarajah	Review early 2017, post go-live.

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21 September 2016 R8/2016	<b>INTERNAL AUDIT: SURREY YOUTH CENTRES- GOVERNANCE AND BUSINESS MANAGEMENT ARRANGEMENTS</b>	a) The Board agreed that the service would bring an audit update report to the Council Overview Board. Audit would conduct a follow up in 3 months with a fuller review in 6 months	Ben Byrne Jan Smith David John Tasneem Ali	Update due end of March 2017.

### COMPLETED ACTIONS - TO BE DELETED

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Date of meeting and reference	ITEM	Recommendations/ Actions	To	Response
6 July 2016 A10/2016	<b>AGENCY STAFFING UPDATE</b>	a) Comparison of the full costs of employing agency and permanent staff would be provided, showing figures posts at the low, medium and high ends of the salary scale.  b) Details of the Memorandum of Understanding regarding agency staffing.	Ken Akers/ Radhika Verma	To be circulated as part of the bulletin  Scheduled for November meeting Deferred to December meeting
6 July 2016 A12/2016	<b>SCRUTINY IN A NEW ENVIRONMENT</b>	a) That a Task Group be established with the aim of reviewing the effectiveness of the Council's existing scrutiny arrangements in the light of changes to methods of service delivery.	Scrutiny Manager	Scoping of this group is underway.  Update: Chairman invited members to sit on this task group at Septembers COB meeting.

		<p>b) That the draft terms of reference for the task group be circulated to Members of the Council Overview Board for comment.</p>		<p>Scoping docs circulated end of September 2016.</p> <p>Task group first meeting scheduled for 25 October 2016.</p>
<p>21 September 2016 R9/2016</p>	<p><b>RESPONSES FROM THE CABINET TO ISSUES REFERRED BY THE SCRUTINY BOARD</b></p>	<p>a) The Chairman reported that the Municipal Bond Agency recommendations had been accepted by Cabinet with minor amendments which were acceptable.</p> <p>b) The Chairman has received copies of the minutes and reports from the Investment Advisory Board and would report back to the board on their content in due course.</p>	<p>Council Overview Board Chairman</p>	