

**Council Overview Board**

**ACTIONS AND RECOMMENDATIONS TRACKER – UPDATED 1 December 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 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	<p>Awaiting completion of the business plan review.</p> <p>Update (Sep): 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.</p> <p>Update (Dec): the Chairmen of COB, SCSB and Audit &amp; Governance wrote to the Leader and Chief Executive to express their concerns regarding the management and scrutiny of Surrey Choices. This correspondence is attached to this tracker as Annex 1.</p>

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 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.
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.
3 November 2016 R9/2016	<b>12 MONTH REVIEW OF ORBIS</b>	The Board resolved:  The Chairmen of ABVCSSC and COB will coordinate their scrutiny work so that the same topics and reports, with additional authority specific information as requested, are prioritised by agreement	COB Chairman	January 2017

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		<p>between the Chairmen for consideration at each authority's scrutiny body which operate independently.</p> <p>Additionally, COB's Transformation Sub-Group members will meet, at least annually, with East Sussex Audit and Best Value members and a Brighton &amp; Hove City Council observer to review Orbis performance and prioritise scrutiny topics.</p>	Transformation Sub-Group	
3 November 2016 R10/2016	<b>HIGH PERFORMANCE DEVELOPMENT PROGRAMME</b>	a) The Board agreed that a further report on the impact of the High Performance Development Programme incorporating the results of the staff survey and an update on the details of the new programme is brought to this Board in early 2017.	Ken Akers Karen Archer-Burton	Item scheduled for March 2017

### COMPLETED ACTIONS - TO BE DELETED

Date of meeting and reference	ITEM	Recommendations/ Actions	To	Response
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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.	<b>Council Overview Board Chairman</b>	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.	<b>Council Overview Board Chairman</b>	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.
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.	<b>Leader of the council</b>	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.	<b>Scrutiny Manager</b>	A draft scoping document has been circulated for sign-off prior to agreeing the membership of this group.