

**COUNCIL OVERVIEW AND SCRUTINY COMMITTEE
ACTIONS AND RECOMMENDATIONS TRACKER – February 2013**

The recommendations tracker allows Committee Members to monitor responses, actions and outcomes against their recommendations or requests for further actions. The tracker is updated following each Committee. Once an action has been completed and reported to the Committee, it will be removed from the tracker.

Date of meeting and reference	Item	Recommendations/Actions	Responsible officer or member	Response	Next progress check:
17/04/12 COSC 63	Staff Vacancies [Item 9]	That the Finance Sub-Group investigate further how decisions about vacancies are handled by services, and the impacts of these decisions on budgets.	Bryan Searle	The review has been completed and a report was shared with Committee on 5 December 2012. There will be a further review of the recommendations at the Committee meeting today.	01/02/13

17/04/12 COSC 65	Business Continuity [Item 11]	That a further report concerning the following issues be submitted to the Committee in July 2012: <ul style="list-style-type: none"> ○ Work underway to ensure the move of the Director for Public Health's team is incorporated into the SCC Business Continuity Management. ○ The maintenance of Business Continuity arrangements alongside the current changes in the estate and IMT portfolios. 	Ian Good	This item was deferred by Committee and has now been re-scheduled in the work programme.	Complete
13/06/12 COSC 94	Scrutiny Annual Report [Item 11]	That work be undertaken to understand the influence of Select Committee recommendations on decisions made by the Cabinet.	Bryan Searle/Democratic Services	This will be addressed as part of the Democratic Services Scrutiny Improvement Plan and details will be shared with Members as agreed at the meeting on 18 October 2012.	01/02/2013
11/07/12 COSC 104	Superfast Broadband [Item 13]	That details of the proposed governance arrangements and organisation structure for the Joint Operations Centre be shared with the Committee.	Ben Skipp	Information was provided as part of an update report at the meeting on 5 December 2012.	Complete

12/09/12 COSC 109	Change & Efficiency Service Review [Item 13]	Further details of the staffing structure prior to and following the reorganisation, as well as the savings achieved by bringing services back in-house, to be provided to the Committee.	John Stebbings	The Committee to receive a report at its meeting on 13 February 2013.	Complete
18/10/12 COSC 115	One Team Review [Item 11]	That a further progress report be presented to the Committee at its meeting on 13 February 2013	Louise Footner/ Sally Wilson	The Committee to receive a report at its meeting on 13 February 2013.	Complete
14/11/12 COSC 121	Budget Monitoring [Item 10]	That the Chairman write to David Hodge on behalf of the Committee to request that he seek reassurance from all Cabinet Members that the risks of overspends within their portfolios have been properly assessed, and that appropriate steps have been put in place to address any potential overspends identified.	Mel Few	An update was received at the Committee on 5 December 2012	Complete
14/11/12 COSC 122	Budget Monitoring [Item 10]	That Finance reports on a monthly basis (in a format of month and year to date) all one-off transfers from reserves by individual services to cover budget shortfalls.	Kevin Kilburn	An update will be provided at the meeting.	01/02/13

14/11/12 COSC126	Surrey-i	That, in order to optimise the benefits of Surrey-i, a review be undertaken to re-establish the future user market for the service, identify their specific requirements, and ensure that any further development of Surrey-i is primarily tailored towards meeting the needs of the target audience.	Ben Unsworth	These recommendations are being explored and will form part of the update to Committee on 13 February 2013	Complete
14/11/12 COSC127	Surrey-i	That consideration be given to the viability of covering the costs of Surrey-i through charging for use of the service.	Ben Unsworth	These recommendations are being explored and will form part of the update to Committee on 13 February 2013	Complete
14/11/12 COSC129	Procurement Partnership with East Sussex County Council [Item 12]	That further information be provided about the forecast procurement savings and how these will be split between Surrey County Council and East Sussex County Council.	Andrew Forzani	An update will be provided at the meeting.	01/02/13
14/11/12 COSC 130	Procurement Partnership with East Sussex County Council [Item 12]	That the lessons learnt from the process of developing the Procurement Partnership are formally recorded in order that they can be used in future instances.	Andrew Forzani	An update will be provided at the meeting.	01/02/13

05/12/12 COSC 131	Recommendations Tracker [Item 6]	That the Council Overview & Scrutiny Committee be provided with a break-down of appraisal data on a directorate by directorate level at its meeting in March 2013 in order to facilitate appropriate scrutiny by the relevant Select Committees.	Carmel Millar	This has been added as an item for the Forward Work Programme for 13 March 2013.	Complete
05/12/12 COSC 132	Change & Efficiency Service Review – Finance [Item 8]	That a detailed report on the implementation of the financial dashboard and Member training programme are presented to COSC after May 2013.	Sian Ferrison	This item will be added to the Forward Work Programme for the new Council.	06/2013
05/12/12 COSC 133	Change & Efficiency Service Review – Shared Service Centre [Item 8]	That a further update report be presented to the Committee in April 2013.	Simon Pollock	This item has been added to the Forward Work Programme for 17 April 2013	Complete

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