

**Council Overview Board**

**ACTIONS AND RECOMMENDATIONS TRACKER – UPDATED 20 February 2017.**

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 recommendations for future scrutiny items will be reviewed by the Board post-election.

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.  Update: The Investment Strategy item was requested for March 2017 but has been deferred until the new Council year to allow for a meaningful report with the required information.
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.

Date of meeting and reference	Item	Recommendations/ Actions	To	Response
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 however Internal Audit have provided an interim update to the Chairman and Vice-Chairman.
3 November 2016 R9/2016	<b>12 MONTH REVIEW OF ORBIS</b>	<p>The Board resolved:</p> <p>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 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>	<p>COB Chairman</p> <p>Transformation Sub-Group</p>	<p>January 2017</p> <p>Meeting arranged for 21 February 2017.</p>

Date of meeting and reference	Item	Recommendations/ Actions	To	Response
14 December 2016 R12/2016	<b>PROPERTY SERVICES: STRATEGIC &amp; OPERATIONAL UPDATE</b>	<p>a) The Board agreed that a further report on the results of, and future plans for the investment strategy is brought to the Board in the new year.</p> <p>b) The Board recommend Property undertakes a programme of engagement with local committees to engage Members' on solutions to vacant property</p> <p>c) The Board agreed to review the Future Planned Approach (FPA) at the July 2017 COB meeting</p>		To review in July 2017
14 December 2016 R13/2016	<b>AGENCY STAFFING UPDATE</b>	<p>a) High % of agency staff in IT &amp; Digital to be investigated by a Task Group with findings reported at the COB February meeting.</p> <p>b) The Board will review agency staffing data on a six-monthly basis</p>	Eber Kington & Colin Kemp.	Final report to the Board in March 2017.
1 February 2017 R2/2017	<b>SURREY CHOICES BUSINESS PLAN</b>	a) The Board agrees that future scrutiny of Surrey Choices and Council owned LATCs by the Council Overview Board in 2017/18 should be further considered in the light of any recommendations made by the <i>Scrutiny in a New Environment</i> Task Group on access to officers and information.		Scrutiny in a new Environment task group are due to meet on 27 February (TBC) to finalise recommendations.

Date of meeting and reference	Item	Recommendations/ Actions	To	Response

**COMPLETED ACTIONS - TO BE DELETED**

Date of meeting and reference	ITEM	Recommendations/ Actions	To	Response
1 February 2017 R1/2017	<b>RESPONSES FROM THE CABINET TO ISSUES REFERRED BY THE SCRUTINY BOARD</b>	a) That the Chairman of the Council Overview Board contacts the Leader to discuss the need for a scrutiny process to underpin the work of the Sustainability Review Board and agree a timetable for scrutiny of the existing MTFP savings plans and the proposals developed by the Sustainability Review Board ahead of the Cabinet meeting of 28 March 2017.	COB chairman	The Review Board has contacted all Scrutiny Board Chairman to organise sessions with Members in March to gain their views on proposals for the savings gap.

<p>3 November 2016 R10/2016</p>	<p><b>HIGH PERFORMANCE DEVELOPMENT PROGRAMME</b></p>	<p>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.</p>	<p>Ken Akers Karen Archer-Burton</p>	<p>Item scheduled for March 2017</p>
<p>1 June 2016 A7/2016</p>	<p><b>ANNUAL REPORT OF THE SHAREHOLDER BOARD</b></p>	<p>a) That further scrutiny in relation to Surrey Choices be scheduled once the Shareholder Board had completed the review of its business plan.</p>	<p>Scrutiny Manager</p>	<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.</p>

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