

**RESOURCES & PERFORMANCE SELECT COMMITTEE  
ACTIONS AND RECOMMENDATIONS TRACKER  
December 2022**

The actions and 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 meeting. Once an action has been completed, it will be shaded green to indicate that it will be removed from the tracker at the next meeting.

<b>KEY</b>			
	No Progress Reported	Action In Progress	Action Completed

Date	Item	Recommendation	Responsible Member/ Officer	Deadline	Progress check	Recommendation response accepted/ implemented
7 Oct 2022T	<b>People and Change Workforce Update</b>	<p>The Select Committee:</p> <p><b>RPSC17/22:</b> Requests that efforts gather pace to deliver positive aspirations listed in the report, particularly in areas such as staff turnover, why stay/in job interviews; internal career progression opportunities for staff, consistent organisation-wide data about exit interviews.</p> <p><b>RPSC18/22:</b> Suggests that any internal progression/ job opportunities be publicised more widely to staff throughout the organisation.</p>	<p>Tim Oliver, Leader of the Council</p> <p>Karen Grave, Director for People &amp; Change</p>	October 2023	November 2022	An update report will be presented at the October 2023 meeting of the Resources and Performance Select Committee.

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Annex B

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9 Dec 2022	<b>Scrutiny of 2023/23 Draft Budget and Medium-Term Financial Strategy</b>	<p>In appreciating the work undertaken to prepare the Draft Budget 2023/24 and MTFs to 2027/28, the Resources and Performance Select Committee:</p> <ol style="list-style-type: none"> <li>1. Requests Cabinet to include clearer timescales for achieving proposed efficiencies – with income, costs and expenditure assumptions where relevant (e.g. Enterprise Resource Planning/SAP; Land and Property; Transformation, Twin Track programme etc.) – is provided in the Final Budget 2023-24.</li> <li>2. Asks that the work on benchmarking data on corporate costs be prioritised by Cabinet and presented to the Budget Task Group by September 2023 and to this Select Committee with the next year's Draft Budget.</li> <li>3. Expresses concern about increasing the cost of providing Free School Meals; asks Cabinet to consider the impact on schools</li> </ol>	<p>David Lewis, Cabinet Member for Finance and Resources</p> <p>Leigh Whitehouse, Deputy Chief Executive and Executive Director of Resources</p>	January 2023	Recommendations have been sent to the Deputy Chief Executive and Executive Director of Resources for action and response. Also, part of the combined budget scrutiny report to Cabinet for their response.
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Page 41		<p>budget and continue to lobby the Government to compensate schools.</p> <p>4. Invites Cabinet to continue to ensure that the impact of inflation in service provision and contracts – including the cost of borrowing and any increase in interest rates – is reflected in the Final Budget 2023-24.</p> <p>5. Asks Cabinet to review the Capital budget in light of the provisional Local Government Funding Settlement and significant inflationary pressure, which seems likely to continue for some time, and carefully consider whether the Capital budget needs an inflationary uplift to reflect predicted costs and the potential for value engineering or revise the list of projects in the Capital programme to fit the budget.</p> <p>6. Asks Cabinet and Section 151 Officer that detailed budget impact</p>				
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Page 42		<p>assessments, including Equality Impact Assessments (EIAs), are presented in the Final Budget 2023-24 papers. For the next year's budget setting process, the Select Committee reiterates that this process needs to take place earlier and EIAs of the next year's Draft Budget 2024-25 are provided to the Budget Task Group in November 2023 and to the Select Committees in December 2023 with the Draft Budget papers; making sure resources, guidance and processes associated with EIAs are refreshed by September 2023 and promptly reflected into a) the Council's budget setting process next year; and b) the Council's developing Equality Diversity and Inclusion Strategy – a final version of which needs to come back to this Select Committee for feedback and scrutiny before it is presented to Cabinet for approval.</p>				
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		7. Requests, following the details of the Local Government Finance Settlement, the Section 151 Officer provides a written briefing note (by email) to all Members with details of any impact on the Council finances and Draft Budget 2023-24.				
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**ACTIONS**

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7 Oct 2022	<b>People and Change Workforce Update</b>	The Select Committee:  RPSC19/22: Asks for an update report no later than December 2023 covering the following areas:  a. Recruitment time to hire b. Collaboration with schools and colleges	Tim Oliver, Leader of the Council  Karen Grave, Director for People & Change	October 2023	November 2022	An update report will be presented at the October 2023 meeting of the Resources and Performance Select Committee.

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Page 44		<ul style="list-style-type: none"> <li>c. Data on exit interviews/ surveys and in job interviews with a view to retain staff/ gauge job satisfaction</li> <li>d. Career development offer and internal job promotion opportunities for staff</li> <li>e. Management and leadership prospects for those who are underrepresented</li> <li>f. Hybrid working (including more annual leave, flexible approach to working and sabbatical opportunities)</li> <li>g. Summary of key performance indicators</li> </ul>				
	6 Oct 2022	<b>Agile Office Estate Strategy Update</b>	<p>The Select Committee:</p> <p><b>RPSC20/22:</b> Requests that the Committee continue to be kept updated on the progress of Agile Office Strategy decision making and delivery before any future decision is taken by Cabinet.</p>	<p>Natalie Bramhall, Cabinet Member for Property and Waste</p> <p>Leigh Whitehouse, Deputy Chief Executive and</p>		November 2022

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		<p><b>RPSC21/22:</b> Asks the Deputy Chief Executive and Executive Director of Resources to ensure:</p> <ul style="list-style-type: none"> <li>a. Robust financial regulations (contracting arrangements) are in place.</li> <li>b. Proper due diligence regime for contractors is followed.</li> <li>c. That the occupancy ratio figures across the Council's office estate; and a briefing on the Energy Management Task Force be provided to the select</li> </ul>	<p>Executive Director for Resources</p> <p>Simon Crowther, Director for Land and Property</p>			<p>early sight of the emerging business case which will be taken to Cabinet in December 2022. Comments were captured and considered thereafter. Further updates are not anticipated to the Committee until 2023 and would be subject to Cabinet approval to the recommendations shared with the Select Committee in September 2022.</p> <p><b>RPSC21/22:</b></p> <p>a and b: The Internal Audit team has been asked to undertake a short review of these questions. Terms of Reference have been shared and it is anticipated that this review will commence imminently.</p> <p>c. This is in hand with no further updates at this stage.</p>

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		Committee before the end of December 2022.				