

**RESOURCES & PERFORMANCE SELECT COMMITTEE
ACTIONS AND RECOMMENDATIONS TRACKER
July 2024**

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.

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| KEY | | | |
| | No Progress Reported | Action In Progress | Action Completed |

| Date | Item | Recommendation | Responsible Member/ Officer | Deadline | Progress check | Recommendation response accepted/ implemented |
|---------------|----------------------------|---|---|----------------|----------------|--|
| 24 April 2023 | Digital Inclusion [Item 6] | RPSC 19/23: That the Service ensures that Citizens Online shares the findings from its online survey once complete and the Cabinet Member for Finance & Resources brings their final report with recommendations to a meeting of the Resources and Performance Select Committee. | David Lewis, Cabinet Member for Finance and Resources Sarah Bogunovic, Assistant Director - Registration, Coroner's Services & Customer Strategy Jo Blount, Portfolio Lead, Digital, Data, Technology & Culture | 3 October 2023 | Feb 2024 | Response: Initial survey findings were circulated on 5 June 2023. Final report is due to come to Committee on 18 July 2024. |

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Annex B

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| 15 May 2024 | Corporate Health and Safety (Item 5) | RPSC 6/24: In order that Cabinet takes accountability for the Council's health and safety improvement strategy (as recommended by the Local Government Association), Cabinet (in addition to the Central Joint Health, Safety and Wellbeing Committee) endorses the Health, Safety and Wellbeing Strategy and Action Plan 2024-2026; | The Head of Health and Safety | | 8 July 2024 | Response: The strategy and action plan was presented to the Corporate Leadership Team and Informal Cabinet in June, to provide further governance and accountability. CLT and Informal Cabinet were asked to note the aims and objectives to continually improve the health, safety and wellbeing of the Council's staff and any person affected by its activities. Cabinet is responsible for making key decisions; those that have a significant impact/effect on communities and result in expenditure or savings with a value of £1 million or over. The process for including an item on the Cabinet Forward Plan is that it is a key decision, the strategy and action plan is not within the scope for inclusion. |
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| 15 May 2024 | Corporate Health and Safety (Item 5) | RPSC 7/24: In order to promote awareness of the key risks across all directorates, all Executive Directors are informed and updated on the Central Joint Health, Safety and Wellbeing Committee by its rotating chair; | The Head of Health and Safety | | 8 July 2024 | Response: This recommendation has been implemented. |
| 15 May 2024 | Corporate Health and Safety (Item 5) | RPSC 8/24: The new suite of Corporate Health and Safety Key Performance Indicators agreed with the Corporate Leadership Team on 19 September 2023 are presented to Cabinet Members quarterly and included in the quarterly Resources and Performance Select Committee performance monitoring reports; | The Head of Health and Safety | | 8 July 2024 | Response: As advised by Democratic Services, Cabinet is responsible for key decisions. The Health and Safety key performance indicators are presented to the Corporate Leadership Team and the Cabinet Member for Health and Safety on a quarterly basis. They will be included in the quarterly Resources and Performance Select Committee performance monitoring reports from September. This recommendation is therefore to be revised to remove the requirement that key performance indicators are presented to Cabinet on a quarterly basis. |

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| 15 May 2024 | Corporate Health and Safety (Item 5) | RPSC 9/24: Ahead of May 2025, the Members' Induction booklet must refer to Health and Safety (H&S), clarifying how and to whom Members should refer any H&S issue that comes to their attention. | The Head of Health and Safety | | 8 July 2024 | Response: The Member Services Manager confirms this will be included in the revised Member's Handbook, to be issued to all councillors following the May 2025 elections. |
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ACTIONS

| Date | Item | Action | Responsible Member/ Officer | Deadline | Progress check | Action response. accepted/ implemented |
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| 12 March 2024 | Equality, Diversity and Inclusion Update (Item 6) | RPSC 6/24: In summer 2024, EDI Team to share the longer-term visions within the EDI Strategy. | | | Late Summer 2024 | Shared with Committee on 12/04/2024 Response: This is a longer-term action and will be available following a period of co-design with partners in late summer. We will share this as soon as it is ready. |
| 15 May 2024 | Corporate Health and Safety (Item 5) | RPSC 9/24: The Head of Health and Safety to check if the Health and Safety refresher training is for all executive leaders including executive directors. | The Head of Health and Safety | | 22 May 2024 | The Head of Health and Safety confirmed that the Health and Safety refresher training is for all executive leaders including executive directors. |

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| 15 May 2024 | Corporate Health and Safety (Item 5) | RPSC 10/24: The Assistant Director for workplace & Facilities to check if there are any sanctions for schools that do not comply with requested asbestos works. | Assistant Director for Workplace & Facilities | | 18 June 2024 | <p>Response: Having discussed this matter with our Education colleagues they have advised that there are existing sanctions for schools' non-compliance, such that if SCC have exhausted all avenues, then we should consider issuing a warning notice under Section 60 of the Education and Inspection Act 2006. More information can be found in this publication 'Schools Causing Concern'</p> <p>https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/416554/Schools_Causing_Concern_Jan2015.pdf section 2 (page 9).</p> <p>Clearly, we would work closely with schools' to avoid such a course of action, an approach which has been successful to date.</p> |

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