



Overview and Scrutiny Committee Action Log

Purpose: The action log records actions recorded in the minutes of Overview and Scrutiny Committee meetings and provides an update on officer responses to those outstanding.

Minutes of the meeting 28 November 2022

Item	Report title	Lead officer	Action	Response	Status
3	Overview & Scrutiny Work Programme	Jodie Townsend Anne Gardiner	Governance Officers to arrange a virtual briefing session on the Work Programme during December, dependant on officer and Member availability.	Unfortunately, due to officer absence, the session did not take place. The revised workplan was agreed and a report would come to the February meeting on the strategic role of Overview and Scrutiny which would tie in with the new workplan.	Closed
5.	Improvement Framework	Angela Probert	Officers to share with the Committee the following information: 1. Membership of the IIB 2. Structure and role descriptions for Executive Directors 3. The letter sent by the Chief Executive to the external auditor updating him on progress 4. An update on Theme E of the Improvement Plan regarding the performance management framework	Information circulated to the Committee after the meeting.	Closed
6	Budget Scrutiny	Jon Alsop Edwina Adefehinti (MO)	The Monitoring Officer to clarify the voting arrangements at Board regarding the mayoral precept, particularly in the event that the Mayor was not present and was substituted by the Deputy Mayor who was a member of a constituent council.	The voting arrangements for the Mayor's budget requires 2/3 of the members to reject the budget, otherwise it passes automatically. 2/3 equates to 5 members, therefore unless 5 members veto the mayor's budget, it will automatically pass. The rules do not change regardless of whether Mayor Nik is present or not. The voting requirements remain the same.	Closed

Item	Report title	Lead officer	Action	Response	Status
7	Draft Bus Strategy	Oliver Howarth	The Bus Strategy Manager to raise the issue of connected bus and rail timetables at the next meeting of the Bus Operators Forum.	Meeting yet to take place.	Open

Minutes of the meeting 17 October 2022

Item	Report title	Lead officer	Action	Response	Status
10	Overview & Scrutiny Work Programme	Jodie Townsend	1. Officers to schedule a date for a virtual briefing session to further discuss the Review of Governance recommendations and the role of the Overview and Scrutiny function, <i>and</i> to consider what needs to be included in the Committee's 2022/23 work programme regarding the improvement framework.	A virtual briefing session has been scheduled for 21.11.22	Closed
		Anne Gardiner	2. The Chair, Vice-Chair, and the Bus and Transport lead members to meet with officers in preparation for the update report on the Bus Review coming to the November meeting.	Discussions had in preparation for the Draft Bus Strategy agenda item at the meeting on 28.11.22	Closed