



## 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 19<sup>th</sup> June 2023

Item	Report title	Lead officer	Action	Response	Status
8.8	Delivering Scrutiny Function	Anne Gardiner/Jodie Townsend	Officers develop an implementation plan and work programme proposals for the delivery of Option A to be considered at the July OSC meeting, with the intention that they be implemented following that meeting	To be brought to the July meeting	CLOSED
		Edwina Adefehinti	An Access to Information Protocol that reflects matters raised in the scrutiny workshop, as well as the review of governance, and best practice, be brought for consideration to the July OSC meeting and the Combined Authority Board meeting	To be brought to the July meeting	CLOSED
			An analysis of required officer support for the delivery of Option A be undertaken and reported to the Independent Improvement Board, along with a proposal to strengthen officer support to the scrutiny function, noting future English Devolution Accountability Framework requirements	Officer support capacity to be monitored as the new processes are implemented	Ongoing
			OSC recommend to the Combined Authority Board that the Combined Authority commit to developing a 6–12 month Forward Plan	This will be raised at the next CA Board meeting	CLOSED

			Ways of working between Board and Thematic Committees and the Scrutiny function be developed to drive opportunities for early OSC involvement in key decision-making and strategy development	To be developed as part of the Access to Information Protocol	CLOSED
			The Improvement Plan Highlight Report be presented to each informal scheduled supporting scrutiny meeting for review to help direct focus and challenge at subsequent OSC meetings		OPEN

### Minutes of the Meeting 20<sup>th</sup> March 2023

Item	Report title	Lead officer	Action	Response	Status
5	Improvement Framework	Angela Probert	The Interim Programme Director to send an update to the Committee to address the points raised in the meeting and provide more detail on the following: <ul style="list-style-type: none"> <li>• Transport Schemes</li> <li>• IT and software requirements</li> </ul> Communications and the building of an effective public relations and influencing delivery operation.	Ongoing	Open
6	Delivering the Scrutiny Function	Edwina Adefehinti	The Improvement Lead to draft an Access to Information Protocol for consideration by the Committee at their next meeting.	Protocol to come to July's meeting	CLOSED

## Minutes of the meeting 23 January 2023

Item	Report title	Lead officer	Action	Response	Status
11.	Demand Responsive Transport	Tim Bellamy	<p>Transport officers to:</p> <ol style="list-style-type: none"><li>1. Investigate the Dial-A-Ride mapping exercise, referred to at a CCC meeting, and report back to the Committee.</li><li>2. Provide the Committee with the details of any section 106 contributions to DRT services.</li></ol>	<p>As part of our Network Review work, we are continuing to engage with CCC on a range of issues including dial-a-ride, education transport (home-to-school) and a number of other factors. The Network Review will be presented to the TIC, Board and O&amp;S in due course where mapping of a service network will be presented.</p> <p>No Section 106 monies are used to fund DRT services.</p>	On-going