



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 24th July 2023

Item	Report title	Lead officer	Action	Response	Status
6.6	Implementing the Scrutiny Function	Anne Gardiner	Appointments of the rapporteurs be added to the work programme for the informal session on 30 th August and the public meeting in September for ratification.	Rapporteurs discussed and appointments to Skills and Employment Committee agreed for ratification at September meeting. Expressions of interest for 18 th September made and rapporteurs for the other committees to be appointed at September meeting.	CLOSED
		Anne Gardiner	Scrutiny Officer to circulate job description to members prior to the 30 th of August session including time commitments and reporting back processes.	Job Description circulated on the 18/08/23	CLOSED
		Anne Gardiner	Scrutiny Officer to email Committee to invite expressions of interest for rapporteur roles prior to the 30 th of August informal session.	Email sent on 18/08/23	CLOSED
7.4	Access to Information Protocol	Edwina Adefehinti	Committee requested that the protocol was re-recorded and brought back to Septembers meeting.	Scheduled for the September meeting	CLOSED

Minutes of the Meeting 19th June 2023

Item	Report title	Lead officer	Action	Response	Status
8.8			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
			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 20th 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"> • Transport Schemes • IT and software requirements Communications and the building of an effective public relations and influencing delivery operation.	Ongoing	Open

Minutes of the meeting 23 January 2023

Item	Report title	Lead officer	Action	Response	Status
11.	Demand Responsive Transport	Tim Bellamy	Transport officers to: <ol style="list-style-type: none"> 1. Investigate the Dial-A-Ride mapping exercise, referred to at a CCC meeting, and report back to the Committee. 2. Provide the Committee with the details of any section 106 contributions to DRT services. 	<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&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> <p>Report to be brought to September meeting</p>	CLOSED