



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 29th January 2024

Item	Report title	Lead officer	Action	Response	Status
6.4	Improvement Report	Angela Probert	Update on the Best Value Notice to be circulated to members when available.	Update circulated to members on the 5 th February.	CLOSED
6.4	Improvement Report	Angela Probert	Officers would circulate the deadlines for the actions within the report.	Dates circulated to members on the 5 th February.	CLOSED
7.4	Bus Reform Review	Steve Cox/Neal Byers	Officers agreed to provide clarity on the Greater Cambridge Travel to Work area and would circulate to members.		OPEN
9.5	Mayor Mid Year Update	Steve Cox	Officers to provide detail around car sharing included in the LTCP.		OPEN
13.2	Work Programme	Anne Gardiner	The Committee requested that an online session to discuss how the new ways of working were operating be arranged and that how the agenda was presented to the Committee be looked into by officers.	Induction session arranged for 17 th June and proposal to use the first informal session on the 18 th June for review of work programme and ways of working.	OPEN

Minutes of the Meeting 27th November 2023

Item	Report title	Lead officer	Action	Response	Status
6.4	Improvement Framework	Donya Taylor/Nicky McLoughlin	Officers agreed that the results of the next staff survey would be shared with the Committee.	Survey results will be circulated following the staff conference on 1 st February.	OPEN
8.4	Bus Strategy Update	Neal Byers	Update to Committee on DRT once options on how to improve the service had been considered.	Proposals for new DRT services will be prepared in conjunction with local authorities in Spring 2024.	OPEN
8.4	Bus Strategy Update	Steve Cox/Tim Bellamy	Bus reform review would be brought back to Overview and Scrutiny in January before going to the CA Board.	Bus Reform is now planned for Board on 28 February. Options for discussing the detail with O&S are being explored, including the use of the informal O&S meeting on 14 Feb.	OPEN

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

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	Ongoing	Open

			Communications and the building of an effective public relations and influencing delivery operation.		
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