

**Actions requested by the Overview and Scrutiny Committee**

<b>Date Action Requested</b>	<b>Action to be Taken</b>	<b>Response</b>
04/02/09  <b>1</b>	Members received a presentation on the Shared Services Board and Joint Working and requested that Overview and Scrutiny be involved throughout the shared services process.	Relevant Officers to report before the Overview and Scrutiny Committee as part of the shared services process where appropriate. (TO BE DONE) – ONGOING.
17/06/09  <b>2</b>	Members discussed the examples given to them of Councillor Call for Action (CCfA) processes in other local authorities. Members requested that Officers write up a process based on the process established at Kirklees Council. Officers were asked to provide a further update about this item at the following meeting of the Committee on 08/07/09.	Draft guidance relating to the proposed CCfA process are attached for consideration at this meeting of the Committee (DONE).
08/07/09  <b>3</b>	Members proposed that the Executive Committee be asked to approve a Task and Finish Review of potential uses of the Arrow Valley Countryside Centre instead of commissioning consultants for £10,000 to review the subject.	A report has been presented on behalf of the Overview and Scrutiny Committee outlining this proposal. This report is due to be presented by the Chair of the Overview and Scrutiny Committee for consideration at a meeting of the Executive Committee on 22/07/09. (DONE).
08/07/09  <b>4</b>	Members requested that a letter be sent to the Chief Executive of the Worcestershire Acute Hospitals Trust, John Rostill, to thank him for providing answers to questions proposed by the Committee regarding public transport access to the Alexandra Hospital.	

<p>08/07/09</p> <p><b>5</b></p>	<p>Members requested that copies of any appendices referred to in the Decision Notices for meetings of the Executive Committee be made available at meetings of the Overview and Scrutiny Committee.</p>	<p>Copies of appendices will be made available where required at meetings of the Overview and Scrutiny Committee. (DONE &amp; ONGOING).</p>
<p>08/07/09</p> <p><b>6</b></p>	<p>Councillor Thomas explained that she would be proposing that the Local Strategic Partnership (LSP) and Local Area Agreement (LAA) form the focus of a scrutiny exercise.</p>	<p>The OSSOs have met with Councillor Thomas to support her in completing scoping documents for two separate reviews of the LSP and LAA. These proposed reviews are due to be considered at a meeting of the Committee on 19/08/09. (TO BE DONE). Lead Officers OSSOs.</p>
<p>08/07/09</p> <p><b>7</b></p>	<p>Councillor Mould reported that he would be delivering a report on behalf of the National Angling Museum Task and Finish Group at the following meeting of the Committee.</p>	<p>This report is due for consideration at this meeting of the Committee. (DONE).</p>
<p>08/07/09</p> <p><b>8</b></p>	<p>Councillor Banks urged all Councillors and relevant Officers to complete copies of the Group's questionnaires by 24/07/09. She explained that all questionnaire responses would be treated as confidential and reported anonymously.</p>	<p>Completed questionnaire should be forwarded to the OSSOs by 24/07/09. (TO BE DONE).</p>
<p>08/07/09</p> <p><b>9</b></p>	<p>Officers were asked to contact the Council's auditors to enquire about best practice examples of Medium Term Financial Plan (MTFP) documents produced by other local authorities.</p>	<p>Officers requested further information regarding best practice examples of MTFPs on 17/07/09. (DONE).</p>

<p>08/07/09</p> <p><b>10</b></p>	<p>Members requested that Councillor Anderson and Officers from Leisure Services be invited to attend the meeting of the Overview and Scrutiny Committee to discuss the Voluntary Sector Grants Policy.</p>	<p>Councillor Anderson and relevant Officers from Leisure Services have confirmed that they can attend this meeting on 19/08/09. (DONE).</p>
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## Glossary

CCfA	-	Councillor Calls for Action
LAA	-	Local Area Agreement
LSP	-	Local Strategic Partnership
MTFP	-	Medium Term Financial Plan
OSSO	-	Overview and Scrutiny Support Officer