

Actions requested by the Overview and Scrutiny Committee

Date Action Requested	Action to be Taken	Response
<p align="center">19/12/07</p> <p align="center">1</p>	<p>Members discussed the proposed new format for presenting performance information to the Overview and Scrutiny Committee. Officers were asked to provide an explanation of the traffic light system. Members did not specify a date by which this information should be made available.</p>	<p>The Overview and Scrutiny Support Officers have informed the relevant Officers of this request. (TO BE DONE). Lead Officer, Head of Strategy and Partnerships (HSP), Estimated introduction date, August 2008.</p>
<p align="center">27/02/08</p> <p align="center">2</p>	<p>Officers were asked to present community safety performance data to Members using both of the templates that had been provided for the consideration of Members at that meeting. Officers were asked to present this information to the Overview and Scrutiny Committee alongside the quarterly performance reports.</p>	<p>The Overview and Scrutiny Support Officers have informed the relevant lead Officer of this request. (TO BE DONE). Lead Officer, HSP, estimated introduction date, August 2008.</p>
<p align="center">27/02/08</p> <p align="center">3</p>	<p>The Overview and Scrutiny Committee to discuss ways to develop relations between the Committee and the Executive Committee.</p>	<p>Members considered this issue during the Overview and Scrutiny Work Programme Planning Afternoon. (DONE).</p>
<p align="center">27/03/08</p> <p align="center">4</p>	<p>Members agreed that a series of actions should be undertaken as preparatory work for carrying out scrutiny of economic development role at the Council. Members requested several actions as detailed below:</p>	<p>Members are due to make a decision about when to schedule further scrutiny work for this item at the meeting of the Committee on the 9th July. The actions listed below should then be completed in accordance with the date specified by Members (TO BE DONE).</p>

<p style="text-align: center;">4</p>	<ul style="list-style-type: none"> • the Jobs, Employment and Economy scrutiny report be circulated amongst all Overview and Scrutiny Committee Members; • the Economic Development Manger job specification be reviewed in line with the three key themes contained in the Regional Economic Strategy: business; place; and people; • relevant Officers from Worcestershire County Council be invited to the Committee to discuss their roles and responsibilities for economic development in Redditch; • further information be provided on roles and responsibilities for other bodies / agencies contributing to economic development in Redditch; • the latest secondary school attainment figures be obtained and distributed to Committee Members; and • representatives of Education Services from Worcestershire County Council be invited to a future meeting to educational attainment levels in Redditch schools. 	<ul style="list-style-type: none"> • The OSSOs to circulate copies of this report amongst Members of the Overview and Scrutiny Committee. TO BE DONE. • The Head of Planning and Building Control (HPBC) to undertake this work. TO BE DONE. • The OSSOs to dispatch these invitations, at a date to be specified by Members. TO BE DONE. • The HPBC to provide this information on a date to be specified by the Overview and Scrutiny Committee. TO BE DONE. • The OSSOs to obtain and circulate these figures amongst Members of the Committee on a date to be specified by the Committee. TO BE DONE. • The OSSOs to dispatch these invitations when Members have specified a date for consideration of this item by the Committee. TO BE DONE.
<p>28/05/08</p> <p style="text-align: center;">5</p>	<p>Members discussed the Gypsies and Travellers item recorded on the Actions List. Members agreed the following:</p> <ul style="list-style-type: none"> • Officers were asked to organise for the issue to be discussed at a meeting of the Committee on the 9th July; 	<ul style="list-style-type: none"> • (WILL BE DONE AT THIS MEETING) – 9th July.

<p style="text-align: center;">5</p>	<ul style="list-style-type: none"> • Officers were asked to invite former Councillor Pattie Hill to attend that meeting on the 9th July to act as an expert witness; • Officers were asked to attach a copy of the Joint Policy on Unauthorised Gypsy and Traveller Encampments to the agenda for the meeting of the Committee on the 9th July. 	<ul style="list-style-type: none"> • Former Councillor Pattie Hill confirmed that she could attend the meeting on Monday the 23rd June 2008. (DONE). • Officers will ensure that the appropriate paperwork is available on the 9th July. (WILL BE DONE AT THIS MEETING). <p>Lead Officers, OSSOs.</p>
<p>28/05/08</p> <p style="text-align: center;">6</p>	<p>Members agreed to organise for members of the Committee to attend a select committee meeting in Westminster to observe national best practice in scrutiny. No date was specified.</p>	<p>Officers discussed arrangements for this visit with the Chair. It was noted that there few opportunities to undertake this trip before the summer recess in Parliament and therefore the trip to Westminster would take place in Autumn 2008. (TO BE DONE). Lead Officers OSSOs, estimated completion date Autumn 2008.</p> <p>- (at the following meeting of the Committee, on Wednesday the 18th June, Members asked for these arrangements to be recorded accordingly in the Committee's Work Programme. (DONE).</p>
<p>28/05/08</p> <p style="text-align: center;">7</p>	<p>Members discussed arrangements for the Work Programme Planning Afternoon (WPPA) and agreed the following:</p> <ul style="list-style-type: none"> • that the WPPA would take place on the 20th June; 	<ul style="list-style-type: none"> • the OSSOs booked the Council Chamber and Committee Room Three for this event (DONE).

	<ul style="list-style-type: none"> that the working relations between the Executive Committee and the Overview and Scrutiny Committee would be addressed at the WPPA; and that attendees would be provided with lunch at the beginning of the event and that lunch would include a number of sandwiches without mayonnaise. 	<ul style="list-style-type: none"> the Programme for the event was produced accordingly by the OSSOs (DONE). Lunch was booked accordingly and none of the sandwiches was filled with mayonnaise (DONE). <p>Lead Officers – OSSOs.</p>
18/06/08 8	Members approved the Third Sector Task and Finish Group. A number of amendments to the scoping document were requested.	The amendments to the scoping document, as requested by Members during the Committee meeting, were made on Thursday the 19th June 2008. (DONE)
18/06/08 9	Members agreed to consider a proposed review of public (bus) transport further during the WPPA.	This proposal was considered further during the WPPA. (DONE).
18/06/08 10	Members questioned why the Council did not have a facility available that would enable members of the public to apply for a bus pass using the internet.	Officers are hoping to introduce online bus pass applications. (Lead Officers, Policy and Data Protection Officer and the HSP, estimated completion date - 04/07/08).
18/06/08 11	Officers reported that it was unlikely the Service Plans would be reported for Member consideration because the Council was no longer obliged to publish its Corporate Performance Plan.	Members to consider whether to remove all reference to the Service Plans from the Committee's Work Programme.

Glossary

HPBC	-	Head of Planning and Building Control
HSP	-	Head of Strategy and Partnerships
OSSO	-	Overview and Scrutiny Support Officer
WPPA	-	Work Programme Planning Afternoon