

Actions requested by the Overview and Scrutiny Committee

Date Action Requested	Action to be Taken	Response
07/11/07	When discussing the biannual budget report Members asked for further information about the vacant posts that were referred to. Members specified that they would like information about the number of days lost, the financial savings involved and the capacity implications of these vacant posts. Members did not specify a date by which this information should be made available.	Relevant Officers have been working to produce a document containing the requested information. Reassurances have been given that this will be made available for Member consideration soon. (WILL BE DONE SOON). Head of Financial, Revenues and Benefits Services, estimated completion date Tuesday the 15th of April 2008.
19/12/07	Members discussed the proposed new form 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.	The Overview and Scrutiny Support Officers have informed the relevant Officers of this request. (WILL BE DONE). Lead Officer, Head of Strategy and Partnerships, Estimated introduction date 28th May 2008.
07/02/08	Members of the Overview and Scrutiny Committee to consult within their political groups to identify potential items for scrutiny.	Members to act on this request and to inform the Overview and Scrutiny Support Officers when this action has been completed. (TO BE DONE).
07/02/08	The Overview and Scrutiny Support Officers to consult with other Officers within the Council to identify potential items for scrutiny.	The Overview and Scrutiny Support Officers to liaise with other Officers over this request. (TO BE DONE).
27/02/08	The Overview and Scrutiny Committee agreed that the Communications Task and Finish Group could report final	The Communications Task and Finish Group is scheduled to present final recommendations on the 9th April. (WILL BE

	recommendations to the Committee on Wednesday the 9th April 2008.	DONE SOON). Lead Member Councillor J. Brunner, estimated completion date Wednesday the 9th April 2008.
27/02/08	The Overview and Scrutiny Committee agreed that the District Centres Task and Finish Group could report final recommendations to the Committee on Wednesday the 9th April 2008.	The District Centres Task and Finish Group is due to present final recommendations to the Overview and Scrutiny Committee on Wednesday the 9th April. (WILL BE DONE SOON) Lead Member Councillor A. Fry, estimated completion date Wednesday the 9th April 2008.
27/02/08	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. Officers were asked to present this information to the Overview and Scrutiny Committee alongside the quarterly performance reports.	The Overview and Scrutiny Support Officers have informed the relevant lead Officer of this request. (WILL BE DONE). Head of Strategy and Partnerships, June 2008.
27/02/08	The Overview and Scrutiny Committee to discuss ways to develop relations between the Committee and the Executive Committee.	Members are due to consider this issue further during the Overview and Scrutiny Committee Planning Day in May 2008. (WILL BE DONE SOON). Responsible Officers - Overview and Scrutiny Support Officers, estimated completion date (May 2008).
27/02/08	Officers to incorporate information about monitoring scrutiny recommendations in to the Overview and Scrutiny Annual Report.	The Annual Report is due to be presented for Member consideration on Wednesday the 9th April 2008. (WILL BE DONE SOON). Responsible Officers – Overview and Scrutiny Support Officers and estimated completion date – Wednesday the 9th April 2008.

19/03/08	The Overview and Scrutiny Committee agreed that the Fees and Charges Task and Finish Group proposed planning fees and charges recommendation be considered by the Executive Committee.	The Fees and Charges Task and Finish Group report is due to be considered at the Executive Committee due to be held on Wednesday the 2nd of April. (WILL BE DONE). Lead Member –Councillor C. MacMillan
19/03/08	The Overview and Scrutiny Committee agreed that the Fees and Charges Task and Finish Group could present their charging policy to the Committee on Wednesday the 9th April 2008.	The Fees and Charges Task and Finish Group is due to present their charging policy to the Overview and Scrutiny Committee on Wednesday the 9th April. (WILL BE DONE SOON) Lead Member Councillor C. Macmillan, estimated completion date Wednesday the 9th April 2008.
19/03/08	Members requested that further information be provided to the Committee regarding the dredging of ditches. In particular, this information should highlight responsibilities for dredging ditches.	Relevant Officers have subsequently provided further written information regarding the dredging of ditches in the Borough. (DONE)
19/03/08	Members requested that the Overview and Scrutiny Planning Day to take place in the Civic Suite on Friday the 23rd of May. Officers to invite all Members, all Directors and the Member and Committee Support Services Manager, and the Democratic Services Manager.	The Overview and Scrutiny Support Officers to begin organisation of the Overview and Scrutiny Planning Day. (WILL BE DONE SOON) Lead Officers - OSSOs, estimated date of completion Friday the 23rd of May.
27/03/08	Members requested that a letter be drafted to send to the Gypsy Liaison Officer (GLO) at Worcestershire County Council	The Overview and Scrutiny Support Officers to draft a letter in consultation with the Chair to send to Worcestershire County

	<p>requesting that a meeting be held of all partners signed up to the joint policy to deal with the unauthorised encampment of Gypsies and Travellers.</p> <p>Members requested that Councillor Hill be approached to attend and observe at this meeting as a representative from Redditch Borough Council.</p>	<p>Council. (TO BE DONE).</p> <p>The Overview and Scrutiny Support Officers in consultation with the Chair Cllr Macmillan.</p>
<p>27/03/08</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> <ul style="list-style-type: none"> • The Jobs, Employment and Economy Review report be circulated to all Committee Members. • The Economic Development Manger post job specification be reviewed in line with the three themes of 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 	<p>The Overview and Scrutiny Support Officers to complete these actions as an on-going exercise. (TO BE DONE)</p> <p>Members agreed to postpone consideration of these items until after the work programme planning day. The OSSOs to work around these timeframes.</p>

	<p>Members.</p> <ul style="list-style-type: none">• Education representatives from Worcestershire County Council be invited to a future meeting to educational attainment levels in Redditch schools.	
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