

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).
19/12/07	Members discussed WMO5 in the performance monitoring data. Officers were asked to provide more detailed figures about the time it takes for a caller to be transferred from the switchboard/contact centre to a person. Members did not specify a date by which they required this information.	The appropriate senior Officer will be providing a response to this request in due course. (WILL BE DONE SOON).
19/12/07	Members discussed BVPI179b(i). Officers were asked to alter the indicator description for this Performance Indicator to make it less complicated.	The appropriate senior Officer has noted this request. Officers are due to produce the next quarterly performance report for Member consideration on the 19th March. (TO BE DONE).
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.	OSSOs have informed the relevant Officers of this request. (TO BE DONE).

19/12/07	Officers presented the 'Ten System' for monitoring Council performance. Members asked for Officers to explain how Members can access the Ten System using their own IT equipment.	Officers have investigated this matter further. IT Officers have requested that a couple of Member volunteers, who are interested in computers, to test access to the Ten System. Members to consider at the meeting of the Overview and Scrutiny committee on the 27th February. (DONE).
07/02/08	Officers to add consideration of the proposed scrutiny exercise into Council priorities to the Overview and Scrutiny Work Programme and agenda for the meeting of the Committee on the 9th April 2008.	OSSOs have recorded this item and date on the Work Programme. (DONE).
07/02/08	Officers to add consideration of the proposal to scrutinise the Council's Business Centres to the Work Programme. The date for consideration to be recorded once the Officer report has been provided for the consideration of Members.	OSSOs have recorded this item on the Work Programme. (DONE).
07/02/08	The Members of the District Centres Task and Finish Group to complete a scoping document for their exercise. The Chair of the Group to report the scope of the exercise back to the Overview and Scrutiny Committee on the 27th February 2008.	The Chair of the District Centres Task and Finish Group is due to present an interim report scoping the objectives of the exercise, explaining the recommendations reached so far and explaining the planned future work of the Group. (WILL BE DONE 27/02/08).
07/02/08	Officers to organise an away-day event for Members to plan the Overview and Scrutiny Committee Work Programme. The away-day to take place at the end of May 2008.	OSSOs to liaise with other relevant Officers to make the required arrangements. (TO BE DONE).

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 OSSOs when this action has been completed. (TO BE DONE).
07/02/08	OSSOs to consult with other Officers within the Council to identify potential items for scrutiny.	OSSOs to liaise with other Officers over this request. (TO BE DONE).