

## Overview and Scrutiny Management Committee – Action Tracker 2021/22

<b>O&amp;S Management Committee – 20 January 2021</b>		
Agenda Item	Action	Update
WBC Response to the Covid-19 pandemic	<ul style="list-style-type: none"> <li>• Chairman to write to the Leader with two additional recommendations;</li> <li>• Funding for early years settings to be considered at Children’s Services O&amp;S;</li> <li>• Add two new work programme items – Green Recovery and New Ways of Working</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• TBC</li> <li>• Completed</li> </ul>
O&S Work Programmes 2021/22	<ul style="list-style-type: none"> <li>• Begin process for developing 2021/22 work programmes;</li> <li>• Report to Feb meeting on ways to improve horizon scanning and work programme development</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• Completed</li> </ul>
<b>O&amp;S Management Committee – 24 February 2021</b>		
Agenda Item	Action	Update
Q3 Performance Report	<ul style="list-style-type: none"> <li>• Written responses to Member questions;</li> <li>• Report to March meeting with options for making quarterly KPI reports more effective</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> <li>• Report to June meeting</li> </ul>
Improving O&S Work Programming	<ul style="list-style-type: none"> <li>• Invite Leader and CEX to June meeting;</li> <li>• Regular meetings with Executive and CLT as per the Executive-Scrutiny Protocol</li> <li>• Each O&amp;S Committee to develop an Action Tracker report for 2021/22</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• Ongoing</li> <li>• Ongoing</li> </ul>
O&S Annual Reports 2020/21	Submit to March Council meeting	Completed
<b>O&amp;S Management Committee – 23 March 2021</b>		
Agenda Item	Action	Update
O&S Work Programmes 2021/22	Each O&S Committee to consider work programme and prioritise items	Ongoing
O&S Member Training	<ul style="list-style-type: none"> <li>• Set up induction/refresher training on 15 June</li> <li>• Agree dates for further O&amp;S training sessions</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• Ongoing – Budget training on 27 Sept</li> </ul>
Action Tracker Report	Each O&S Committee to set up an Action Tracker report	Ongoing

<b>O&amp;S Management Committee – 16 June 2021</b>		
Agenda Item	Action	Update
Q4 2020/21 Performance Report	<ul style="list-style-type: none"> <li>• Response to Member questions</li> <li>• Report to September O&amp;S on ideas for improving the KPI report</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> <li>• Ongoing</li> </ul>
Climate Emergency Action Plan	<ul style="list-style-type: none"> <li>• Response to Member questions</li> <li>• Further report to October meeting</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> <li>• Ongoing</li> </ul>
Climate Emergency Task & Finish Group	<ul style="list-style-type: none"> <li>• Amend recommendations</li> <li>• Submit recommendations to the Executive</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• Ongoing</li> </ul>
Work Programme	Amend Work Programme	Completed

<b>O&amp;S Management Committee – 7 July 2021</b>		
Agenda Item	Action	Update
Discussion with Leader and CEX	<ul style="list-style-type: none"> <li>• Circulate additional information in response to Member questions</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> </ul>
Community Deliberative Processes	<ul style="list-style-type: none"> <li>• Monitor progress through updates on Climate Emergency Action Plan</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> </ul>
Tree and Biodiversity Task & Finish Group	<ul style="list-style-type: none"> <li>• Convene first meeting of the Group to agree Terms of Reference</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> </ul>
Work Programme	Amend Work Programmes as discussed	<ul style="list-style-type: none"> <li>• Completed</li> </ul>