

Overview and Scrutiny Management Committee – Action Tracker 2021/22

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

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

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

O&S Management Committee – 20 September 2021		
Agenda Item	Action	Update
Q1 2021/22 Performance Report	<ul style="list-style-type: none"> • Circulate additional information in response to Member questions • Future item on timeline for improved KPIs 	<ul style="list-style-type: none"> • Completed • Completed
Council Motions	<ul style="list-style-type: none"> • Annual report on Motions to the November meeting of the Committee • Include details of Motions on WBC website 	<ul style="list-style-type: none"> • Ongoing • Ongoing
Work Programme	<ul style="list-style-type: none"> • Amend as discussed 	• Completed

O&S Management Committee – 18 October 2021		
Agenda Item	Action	Update
Minutes of Previous Meeting	<ul style="list-style-type: none"> • Review list of Substitute Members 	<ul style="list-style-type: none"> • Completed
Domestic Abuse Strategy	<ul style="list-style-type: none"> • Issues raised by Committee to be addressed in final version of the Strategy • Annual refresh of the Strategy and full review (2024) to be scrutinised by the Committee 	<ul style="list-style-type: none"> • Completed • Ongoing
WBC Website Improvement	<ul style="list-style-type: none"> • Comments from the Committee to be incorporated into plans to improve the website 	<ul style="list-style-type: none"> • Completed
Waste Strategy	<ul style="list-style-type: none"> • Further update to be submitted to the Committee in January 2022 	<ul style="list-style-type: none"> • Ongoing – March meeting
Climate Emergency – Executive Response	<ul style="list-style-type: none"> • Issues raised by the Committee to be addressed in next CEAP update • Next update report on CEAP to the O&S meeting in January 2022 	<ul style="list-style-type: none"> • Completed • Completed
Work Programme	<ul style="list-style-type: none"> • Amend as discussed • Clarify timing of report on Tree Strategy 	<ul style="list-style-type: none"> • Completed • Completed

O&S Management Committee – 17 November 2021		
Agenda Item	Action	Update
Minutes of Previous Meeting	<ul style="list-style-type: none"> • Amend as discussed 	<ul style="list-style-type: none"> • Completed
Recovery Strategy Update	<ul style="list-style-type: none"> • Member comments and suggestions to inform delivery of the Recovery Strategy 	<ul style="list-style-type: none"> • Completed
Anti-Poverty Strategy	<ul style="list-style-type: none"> • Further report to O&S prior to submission of Strategy to the Executive in March 2022 	<ul style="list-style-type: none"> • Completed – February 2022
Unlawful Encampments	<ul style="list-style-type: none"> • Pass on thanks to officers for the progress made in 2021 	<ul style="list-style-type: none"> • Completed
Bus Services – Enhanced Partnership	<ul style="list-style-type: none"> • Suggestions from Members to inform development of the Enhanced Partnership • Further report to O&S prior to approval by the Executive (subject to deadlines) 	<ul style="list-style-type: none"> • Completed • Ongoing - tbc

Work Programme	<ul style="list-style-type: none"> • Amend as discussed • Clarify timing of Q3 Performance Report 	<ul style="list-style-type: none"> • Completed • Completed
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O&S Management Committee – 11 January 2022		
Agenda Item	Action	Update
Minutes of Previous Meeting	<ul style="list-style-type: none"> • Amend as discussed 	<ul style="list-style-type: none"> • Completed
Q2 Performance Management Report	<ul style="list-style-type: none"> • Further information re Member comments to be circulated 	<ul style="list-style-type: none"> • Ongoing
Climate Emergency Action Plan	<ul style="list-style-type: none"> • Further information re Member comments and queries to be circulated • Further update on Transport targets in the CEAP 	<ul style="list-style-type: none"> • Ongoing • Ongoing
Tree Strategy	<ul style="list-style-type: none"> • Timeline noted – with a request to shorten the timeline if possible • Draft Tree Strategy to be considered by O&S prior to submission to the Executive 	<ul style="list-style-type: none"> • Completed • Ongoing
Tree Protection & Biodiversity Task & Finish Group	<ul style="list-style-type: none"> • Task & Finish Group report to be considered by the March 2022 meeting of the Committee 	<ul style="list-style-type: none"> • Ongoing
O&S Work Programmes for 2022/23	<ul style="list-style-type: none"> • To be considered at the March 2022 meeting of the Committee • Committee to consider the draft calendar of Meetings prior to approval by Council 	<ul style="list-style-type: none"> • Completed • Ongoing