

## 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>• Completed</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 February 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>• Completed</li> <li>• Completed 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>• Completed – 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>• Completed</li> <li>• Completed</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>• Completed</li> <li>• Completed</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>• Completed</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>	Completed
Community Deliberative Processes	<ul style="list-style-type: none"> <li>• Monitor progress through updates on Climate Emergency Action Plan</li> </ul>	Completed
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>	Completed
Work Programme	<ul style="list-style-type: none"> <li>• Amend Work Programmes as discussed</li> </ul>	Completed

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

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

<b>O&amp;S Management Committee – 17 November 2021</b>		
Agenda Item	Action	Update
Minutes of Previous Meeting	<ul style="list-style-type: none"> <li>• Amend as discussed</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> </ul>
Recovery Strategy Update	<ul style="list-style-type: none"> <li>• Member comments and suggestions to inform delivery of the Recovery Strategy</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> </ul>
Anti-Poverty Strategy	<ul style="list-style-type: none"> <li>• Further report to O&amp;S prior to submission of Strategy to the Executive in March 2022</li> </ul>	<ul style="list-style-type: none"> <li>• Completed – February 2022</li> </ul>
Unlawful Encampments	<ul style="list-style-type: none"> <li>• Pass on thanks to officers for the progress made in 2021</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> </ul>
Bus Services – Enhanced Partnership	<ul style="list-style-type: none"> <li>• Suggestions from Members to inform development of the Enhanced Partnership</li> <li>• Further report to O&amp;S prior to approval by the Executive (subject to deadlines)</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• Ongoing - tbc</li> </ul>
Work Programme	<ul style="list-style-type: none"> <li>• Amend as discussed</li> <li>• Clarify timing of Q3 Performance Report</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• Completed</li> </ul>

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

<b>O&amp;S Management Committee – 8 February 2022</b>		
Agenda Item	Action	Update
Call-In of IEMD	<ul style="list-style-type: none"> <li>• IEMD decision ratified</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> </ul>

<b>O&amp;S Management Committee – 23 February 2022</b>		
Agenda Item	Action	Update
Minutes of Previous Meeting	<ul style="list-style-type: none"> <li>• Agreed</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> </ul>
Anti-Poverty Strategy 2022/26	<ul style="list-style-type: none"> <li>• Recommendation to Anti-Poverty WG on WBC becoming a Real Living Wage employer</li> <li>• Chairman to write to Cllr Blumenthal with summary of comments</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> <li>• Ongoing</li> </ul>
Equality Plan Update	<ul style="list-style-type: none"> <li>• Annual update to O&amp;S</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> </ul>

Customer Excellence Programme	<ul style="list-style-type: none"> <li>• Noted</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> </ul>
Overview and Scrutiny Annual Reports	<ul style="list-style-type: none"> <li>• Make amendments to HOSC report</li> <li>• Submit reports to March Council</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• Completed</li> </ul>

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