

## Overview and Scrutiny Management Committee – Action Tracker 2022/23

<b>O&amp;S Management Committee – 17 March 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>
Q3 21/22 Performance Report	<ul style="list-style-type: none"> <li>• Additional information requested by Members to be circulated to the Committee</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> </ul>
Business Change	<ul style="list-style-type: none"> <li>• Arrange a Member training session on the service and its impact on the organisation</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> </ul>
Tree Protection & Biodiversity Task & Finish Group	<ul style="list-style-type: none"> <li>• Recommendations to be submitted to the Executive</li> <li>• Recommendations on Ecological Emergency to be submitted to Council</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing - Oct</li> <li>• Ongoing - Sept</li> </ul>
Overview and Scrutiny Work Programmes 2022/23	<ul style="list-style-type: none"> <li>• Refer work programmes to each O&amp;S Committee to allocate items to meetings</li> <li>• Any additional items to be considered at the June 2022 Management Committee</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 update report to November meeting of the Management Committee</li> <li>• Details of Motions plus progress to be set out on the WBC website</li> <li>• Stand-alone report on air pollution to be submitted to the Management Committee</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> <li>• Ongoing</li> <li>• Ongoing – in work programme</li> </ul>

<b>O&amp;S Management Committee – 13 June 2022</b>		
Agenda Item	Action	Update
Minutes of Previous Meeting	<ul style="list-style-type: none"> <li>• Agreed</li> <li>• Performance follow-up data to be circulated to all O&amp;S Members</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• Completed</li> </ul>

	<ul style="list-style-type: none"> <li>• Business Change training to be delivered</li> <li>• Council Motions – set out on WBC website – update to November meeting</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> <li>• Ongoing</li> </ul>
Q4 2021/22 Performance Report	<ul style="list-style-type: none"> <li>• Additional information requested by Members to be circulated to all O&amp;S Members</li> <li>• HOSC recommended to consider suitability of KPIs and impact of increasing complexity</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• Completed</li> </ul>
Scrutiny Improvement Review	<ul style="list-style-type: none"> <li>• Executive-O&amp;S Protocol to be circulated to all O&amp;S Members</li> <li>• Committee to receive regular updates on changes to national legislation</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• Ongoing</li> </ul>
Work Programme 2022-23	<ul style="list-style-type: none"> <li>• Members to notify Democratic Services of top three work programme priorities</li> <li>• Leader and Chief Executive to be invited to attend the July meeting</li> <li>• Member training programme to include Equalities and Climate Emergency</li> <li>• Community and Corporate O&amp;S to scrutinise the Local Plan, the LCWIP, Bus Strategy and Bus Improvement Enhanced Partnership</li> <li>• Work programme include item on Refugees and Asylum Seekers (September 2022)</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• Completed</li> <li>• Ongoing</li> <li>• Completed</li> <li>• Completed</li> </ul>
Action Tracker Report	<ul style="list-style-type: none"> <li>• Include historic items not yet completed</li> <li>• Each O&amp;S Committee to develop its own Action Tracker</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> <li>• Ongoing</li> </ul>

<b>O&amp;S Management Committee – 7 July 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>
Leader of the Council and Chief Executive	<ul style="list-style-type: none"> <li>• Invite Leader and CEX to future meetings (suggest 6 monthly)</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> </ul>
Climate Emergency O&S Committee	<ul style="list-style-type: none"> <li>• Report to September meeting with more information on issues raised by Members</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> </ul>

Climate Emergency Action Plan – Progress Report	<ul style="list-style-type: none"> <li>• Member comments to be fed into CEAP</li> <li>• Andy Croy/Sarah Kerr meet with officers to consider accuracy of data</li> <li>• Report on Barkham Solar Farm project to September meeting</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• Completed</li> <li>• Ongoing</li> </ul>
Work Programme 2022-23	<ul style="list-style-type: none"> <li>• Chair/Vice-Chair to agree draft work programme for discussion at next meeting</li> <li>• Draft terms of reference for Task &amp; Finish Group on corporate performance to next meeting</li> <li>• Consider potential item on the proposed Public Spaces Protection Order</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> <li>• Ongoing</li> <li>• Ongoing</li> </ul>
Action Tracker Report	<ul style="list-style-type: none"> <li>• Noted</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> </ul>

<b>O&amp;S Management Committee – 5 October 2022</b>		
<b>Agenda Item</b>	<b>Action</b>	<b>Update</b>
Minutes of Previous Meeting	<ul style="list-style-type: none"> <li>• Agreed</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> </ul>
Q1 2022/23 Performance Monitoring Report	<ul style="list-style-type: none"> <li>• Circulate written responses to questions not answered at the meeting</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> </ul>
Climate Emergency O&S Committee	<ul style="list-style-type: none"> <li>• Council recommended to agree to establish O&amp;S Committee</li> <li>• Set up first meeting of the Committee – 4 partnership + 3 Conservative Members</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• Ongoing</li> </ul>
Barkham Solar Farm Business Case	<ul style="list-style-type: none"> <li>• Refer OSMC “in principle” support for project to the Executive</li> <li>• Recommend to Executive that WBC lobby the Government and Energy Companies re charges for grid connection</li> <li>• Circulate written responses to questions not answered at the meeting</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• Completed</li> <li>• Ongoing</li> </ul>
Corporate Performance Task & Finish Group	<ul style="list-style-type: none"> <li>• Set up Task &amp; Finish Group – 3 Partnership + 2 Conservative Members</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> </ul>

Work Programme 2022-23	<ul style="list-style-type: none"> <li>• Arrange extraordinary meeting to scrutinise utility companies – Thames water and SSE</li> </ul>	• Ongoing
Action Tracker Report	<ul style="list-style-type: none"> <li>• Noted</li> </ul>	• Completed

<b>O&amp;S Management Committee – 16 November 2022</b>		
Agenda Item	Action	Update
Minutes of Previous Meeting	<ul style="list-style-type: none"> <li>• Agreed</li> </ul>	• Completed
Consultation & Engagement Review	<ul style="list-style-type: none"> <li>• WBC Consultation Protocol supported in principle;</li> <li>• Draft protocol to OSMC in February/March 2023.</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• Ongoing</li> </ul>
Scrutiny Improvement Review	<ul style="list-style-type: none"> <li>• Scrutiny Improvement Action Plan to be implemented and monitored</li> <li>• Member/officer workshop to be held in early 2023</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> <li>• Ongoing</li> </ul>
Council Motions	<ul style="list-style-type: none"> <li>• Further update in November 2023</li> <li>• Request more prominent location of report as part of new website development</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> <li>• Ongoing</li> </ul>
Officer Response to report of the Tree Protection and Biodiversity T&FG	<ul style="list-style-type: none"> <li>• Officer and Executive response endorsed;</li> <li>• OSMC to consider annual update prior to consideration by Council</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• Ongoing</li> </ul>
Committee Work Programmes	<ul style="list-style-type: none"> <li>• Chair and Vice Chair to review items for next meeting</li> <li>• Leader/CEX update to Next meeting to include an assessment of staff welfare issues</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• Ongoing</li> </ul>
Action Tracker Report	<ul style="list-style-type: none"> <li>• Noted</li> </ul>	• Completed