

Overview and Scrutiny Management Committee – Action Tracker 2022/23

O&S Management Committee – 13 June 2022		
Agenda Item	Action	Update
Minutes of Previous Meeting	<ul style="list-style-type: none"> • Agreed • Performance follow-up data to be circulated to all O&S Members • Business Change training to be delivered • Council Motions – set out on WBC website – update to November meeting 	<ul style="list-style-type: none"> • Completed • Completed • Completed • Completed
Q4 2021/22 Performance Report	<ul style="list-style-type: none"> • Additional information requested by Members to be circulated to all O&S Members • HOSC recommended to consider suitability of KPIs and impact of increasing complexity 	<ul style="list-style-type: none"> • Completed • Completed
Scrutiny Improvement Review	<ul style="list-style-type: none"> • Executive-O&S Protocol to be circulated to all O&S Members • Committee to receive regular updates on changes to national legislation 	<ul style="list-style-type: none"> • Completed • Ongoing
Work Programme 2022-23	<ul style="list-style-type: none"> • Members to notify Democratic Services of top three work programme priorities • Leader and Chief Executive to be invited to attend the July meeting • Member training programme to include Equalities and Climate Emergency • Community and Corporate O&S to scrutinise the Local Plan, the LCWIP, Bus Strategy and Bus Improvement Enhanced Partnership • Work programme include item on Refugees and Asylum Seekers (September 2022) 	<ul style="list-style-type: none"> • Completed • Completed • Completed • Completed • Completed
Action Tracker Report	<ul style="list-style-type: none"> • Include historic items not yet completed • Each O&S Committee to develop its own Action Tracker 	<ul style="list-style-type: none"> • Completed • Start in 2023/24

O&S Management Committee – 7 July 2022		
Agenda Item	Action	Update
Minutes of Previous Meeting	• Agreed	• Completed
Leader of the Council and Chief Executive	• Invite Leader and CEX to future meetings (suggest 6 monthly)	• Completed
Climate Emergency O&S Committee	• Report to September meeting with more information on issues raised by Members	• Completed
Climate Emergency Action Plan – Progress Report	<ul style="list-style-type: none"> • Member comments to be fed into CEAP • Andy Croy/Sarah Kerr meet with officers to consider accuracy of data • Report on Barkham Solar Farm project to September meeting 	<ul style="list-style-type: none"> • Completed • Completed • Completed
Work Programme 2022-23	<ul style="list-style-type: none"> • Chair/Vice-Chair to agree draft work programme for discussion at next meeting • Draft terms of reference for Task & Finish Group on corporate performance to next meeting • Consider potential item on the proposed Public Spaces Protection Order 	<ul style="list-style-type: none"> • Completed • Completed • Ongoing

O&S Management Committee – 5 October 2022		
Agenda Item	Action	Update
Minutes of Previous Meeting	• Agreed	• Completed
Q1 2022/23 Performance Monitoring Report	• Circulate written responses to questions not answered at the meeting	• Completed
Climate Emergency O&S Committee	<ul style="list-style-type: none"> • Council recommended to agree to establish O&S Committee • Set up first meeting of the Committee – 4 partnership + 3 Conservative Members 	<ul style="list-style-type: none"> • Completed • Completed
Barkham Solar Farm Business Case	• Refer OSMC “in principle” support for project to the Executive	• Completed

	<ul style="list-style-type: none"> • Recommend to Executive that WBC lobby the Government and Energy Companies re charges for grid connection • Circulate written responses to questions not answered at the meeting 	<ul style="list-style-type: none"> • Completed • Completed
Corporate Performance Task & Finish Group	<ul style="list-style-type: none"> • Set up Task & Finish Group – 3 Partnership + 2 Conservative Members 	<ul style="list-style-type: none"> • Completed
Work Programme 2022-23	<ul style="list-style-type: none"> • Arrange extraordinary meeting to scrutinise utility companies – Thames Water and SSE 	<ul style="list-style-type: none"> • 2023/24 work programme

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

O&S Management Committee – 18 January 2023		
Agenda Item	Action	Update
Minutes of Previous Meeting	• Agreed	• Completed
Leader and Chief Executive	• Invite Leader and Chief Executive to OSMC every six months	• June/July 2023
Q2 Performance Report	• Circulate follow up information to relevant O&S Committees	• Ongoing
O&S Work Programmes 2023/24	<ul style="list-style-type: none"> • Process for developing work programmes agreed - implement • Work Programmes to be confirmed at the March 2023 meeting • Borough's MPs be invited to submit items 	<ul style="list-style-type: none"> • Completed • March 2023 • Completed
Exec/IEMD Forward Programmes	• Add the Tackling Poverty Strategy to the OSMC work programme	• Completed
Committee Work Programmes	• Circulate report of the Estate Infrastructure T&FG to Members	• Completed

O&S Management Committee – 22 February 2023		
Agenda Item	Action	Update
Minutes of Previous Meeting	• Agreed	• Completed
Changes to Waste Collection	• Submit summary of discussion to Executive together with additional info	• Completed
Customer Excellence Programme	• Draft Customer Experience Strategy to next meeting	• Completed
O&S Annual Reports	• Agreed for submission to March Council	• Completed