

## Overview and Scrutiny Management Committee – Action Tracker 2023/24

<b>O&amp;S Management Committee – 12 June 2023</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>
Thames Water	<ul style="list-style-type: none"> <li>• Letter from Chair to Thames Water summarising issues discussed</li> <li>• Members to attend site visits at STWs</li> <li>• Notify Town/Parish Councils about opportunities for Thames Water briefings</li> <li>• Arrange discussion with Members on sinkholes in Borough</li> <li>• Thames Water – WBC discussions on cost of living measures, smart meters, adoption of infrastructure and water efficient homes</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• Ongoing</li> <li>• Ongoing</li> <li>• Ongoing</li> <li>• Ongoing</li> </ul>
Q4 Corporate Performance Report	<ul style="list-style-type: none"> <li>• Review layout and content of pie charts in report</li> <li>• Director and Executive Member review targets in leisure centre KPI</li> <li>• Further report on performance of leisure centres</li> <li>• Officers consider inclusion of assets values in KPI on investment portfolio</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• Completed</li> <li>• Ongoing</li> <li>• Ongoing</li> </ul>
O&S Work Programmes	<ul style="list-style-type: none"> <li>• Allocate resident/Town/Parish suggestions to O&amp;S Committees</li> <li>• All reports/presentations to be submitted in advance of O&amp;S meetings</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• Completed</li> </ul>

<b>O&amp;S Management Committee – 18 July 2023</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 – Stephen Conway	<ul style="list-style-type: none"> <li>• Improving the “Overview” aspect of O&amp;S – discussions with Leader and O&amp;S Chairs</li> <li>• All-Member briefing on the “Safety Valve” agreement with the DfE</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> <li>• Ongoing - requested</li> </ul>

	<ul style="list-style-type: none"> <li>• Specific focus on improving partnership working with Thames Valley Police</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> </ul>
Annual Complaints Report 2022/23	<ul style="list-style-type: none"> <li>• Future reports to include data on response times for each stage of the complaints process</li> <li>• The term “customer” to be reviewed as part of the emerging Customer Excellence Strategy</li> <li>• Any policy updates to be submitted to the appropriate O&amp;S Committee</li> <li>• Future complaints reports include more detailed equality monitoring data</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> <li>• Ongoing</li> <li>• Ongoing</li> <li>• Ongoing</li> </ul>
Bus Enhanced Partnership & Scheme	<ul style="list-style-type: none"> <li>• Progress on implementation to be submitted to O&amp;S annually</li> <li>• Officers check legislation re inclusion of an exit clause to the agreement</li> <li>• Report to Executive to include clarification on WBC’s financial commitment after 2026/27</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• Completed</li> <li>• Completed</li> </ul>
O&S Work Programmes	<ul style="list-style-type: none"> <li>• Add OSMC item on Sports Pitch Strategy</li> <li>• Add OSMC item on WBC Recruitment and Retention</li> <li>• Approach SSEN re attendance at OSMC</li> <li>• Add C&amp;C item on 2023 grass cutting</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• Completed</li> <li>• Ongoing</li> <li>• Ongoing</li> </ul>

<b>O&amp;S Management Committee – 11 September 2023</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 2023/24 Performance Report	<ul style="list-style-type: none"> <li>• Provide further information on points raised by Members</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> </ul>
Estate Infrastructure Task & Finish Group	<ul style="list-style-type: none"> <li>• Original 12 recommendations endorsed and updated as agreed by Members</li> <li>• Further update to the Committee in 2024/25</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• Ongoing</li> </ul>

Scrutiny Improvement Review Action Plan	<ul style="list-style-type: none"> <li>• Update Action Plan to reflect Member discussion</li> <li>• O&amp;S reports to include sections agreed by the Committee</li> <li>• SIR feedback session with Centre for Governance and Scrutiny noted</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• Ongoing</li> <li>• Completed</li> </ul>
O&S Work Programmes	<ul style="list-style-type: none"> <li>• Add OSMC item on Sports Pitch Strategy</li> <li>• Add OSMC item on WBC Recruitment and Retention</li> <li>• Approach SSEN re attendance at OSMC</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• Completed</li> <li>• Ongoing</li> </ul>

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