

Overview and Scrutiny Management Committee – Action Tracker 2023/24

O&S Management Committee – 12 June 2023		
Agenda Item	Action	Update
Minutes of Previous Meeting	<ul style="list-style-type: none"> • Agreed 	<ul style="list-style-type: none"> • Completed
Thames Water	<ul style="list-style-type: none"> • Letter from Chair to Thames Water summarising issues discussed • Members to attend site visits at STWs • Notify Town/Parish Councils about opportunities for Thames Water briefings • Arrange discussion with Members on sinkholes in Borough • Thames Water – WBC discussions on cost of living measures, smart meters, adoption of infrastructure and water efficient homes 	<ul style="list-style-type: none"> • Completed • Completed • Completed • Completed • Completed
Q4 Corporate Performance Report	<ul style="list-style-type: none"> • Review layout and content of pie charts in report • Director and Executive Member review targets in leisure centre KPI • Further report on performance of leisure centres • Officers consider inclusion of assets values in KPI on investment portfolio 	<ul style="list-style-type: none"> • Completed • Completed • C/F 2024/25 • Completed
O&S Work Programmes	<ul style="list-style-type: none"> • Allocate resident/Town/Parish suggestions to O&S Committees • All reports/presentations to be submitted in advance of O&S meetings 	<ul style="list-style-type: none"> • Completed • Completed

O&S Management Committee – 18 July 2023		
Agenda Item	Action	Update
Minutes of Previous Meeting	<ul style="list-style-type: none"> • Agreed 	<ul style="list-style-type: none"> • Completed
Leader of the Council – Stephen Conway	<ul style="list-style-type: none"> • Improving the “Overview” aspect of O&S – discussions with Leader and O&S Chairs • All-Member briefing on the “Safety Valve” agreement with the DfE 	<ul style="list-style-type: none"> • Completed • Completed

	<ul style="list-style-type: none"> • Specific focus on improving partnership working with Thames Valley Police 	<ul style="list-style-type: none"> • Completed
Annual Complaints Report 2022/23	<ul style="list-style-type: none"> • Future reports to include data on response times for each stage of the complaints process • The term “customer” to be reviewed as part of the emerging Customer Excellence Strategy • Any policy updates to be submitted to the appropriate O&S Committee • Future complaints reports include more detailed equality monitoring data 	<ul style="list-style-type: none"> • Completed • Completed • Completed • Completed
Bus Enhanced Partnership & Scheme	<ul style="list-style-type: none"> • Progress on implementation to be submitted to O&S annually • Officers check legislation re inclusion of an exit clause to the agreement • Report to Executive to include clarification on WBC’s financial commitment after 2026/27 	<ul style="list-style-type: none"> • Completed • Completed • Completed
O&S Work Programmes	<ul style="list-style-type: none"> • Add OSMC item on Sports Pitch Strategy • Add OSMC item on WBC Recruitment and Retention • Approach SSEN re attendance at OSMC • Add C&C item on 2023 grass cutting 	<ul style="list-style-type: none"> • Completed • Completed • Completed • C/F to 2024/25

O&S Management Committee – 11 September 2023

Agenda Item	Action	Update
Minutes of Previous Meeting	<ul style="list-style-type: none"> • Agreed 	<ul style="list-style-type: none"> • Completed
Q1 2023/24 Performance Report	<ul style="list-style-type: none"> • Provide further information on points raised by Members 	<ul style="list-style-type: none"> • Completed
Estate Infrastructure Task & Finish Group	<ul style="list-style-type: none"> • Original 12 recommendations endorsed and updated as agreed by Members • Further update to the Committee in 2024/25 	<ul style="list-style-type: none"> • Completed • Completed

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

O&S Management Committee – 4 October 2023

Agenda Item	Action	Update
Minutes of Previous Meeting	<ul style="list-style-type: none"> • Agreed 	<ul style="list-style-type: none"> • Completed
Vision for Our Borough	<ul style="list-style-type: none"> • Further update report in early 2024 	<ul style="list-style-type: none"> • Completed
WBC Future Office Provision	<ul style="list-style-type: none"> • Recommendation to the Executive that other options across the Borough be included in feasibility work, including improvements to Shute End • Officers to produce timeline for further “gateway” reports to O&S • Financial implications to be scrutinised through Budget Scrutiny process 	<ul style="list-style-type: none"> • Completed • Completed • Completed
Unauthorised Encampments	<ul style="list-style-type: none"> • Circulate further info in response to Member questions • Further update report in 2024/25 	<ul style="list-style-type: none"> • Completed • 2024/25
O&S Work Programmes	<ul style="list-style-type: none"> • St Crispin’s Leisure Centre to Community & Corporate on 14 November • Barkham Solar Farm – all elements to be scrutinised by Climate Emergency O&S • Community & Corporate to scrutinise transport plans for new developments in Barkham area 	<ul style="list-style-type: none"> • Completed • Completed • 28 February 2024

O&S Management Committee – 15 November 2023		
Agenda Item	Action	Update
Minutes of Previous Meeting	<ul style="list-style-type: none"> • Agreed 	<ul style="list-style-type: none"> • Completed
Waste Collection Changes Project	<ul style="list-style-type: none"> • Progress on the project noted; • Member comments and questions to inform the project; • Executive Member and Director to review KPIs and report back to the Committee; • Further update report in June 2024; • Member briefings on project after May 2024 elections 	<ul style="list-style-type: none"> • Completed • Completed • Ongoing • Ongoing • TBC
Unreasonably Persistent Complainants Policy	<ul style="list-style-type: none"> • Member comments and questions to be fed into development of the policy; • Committee to receive feedback of any changes prior to submission to Executive 	<ul style="list-style-type: none"> • Completed • Completed
Council Motions	<ul style="list-style-type: none"> • Update schedule of progress following Member comments • Circulate finalised schedule to all Members; • Officers to consider process for updating Members who sponsor Council Motions 	<ul style="list-style-type: none"> • Ongoing • Ongoing • Ongoing
O&S Work Programmes	<ul style="list-style-type: none"> • O&S section of new Constitution to be submitted to the Committee for comment 	<ul style="list-style-type: none"> • Ongoing

O&S Management Committee – 16 January 2024		
Agenda Item	Action	Update
Minutes of Previous Meeting	<ul style="list-style-type: none"> • Agreed 	<ul style="list-style-type: none"> • Completed
Thames Water	<ul style="list-style-type: none"> • WBC Comms team to provide info to residents, e.g. on the Priority Service • Support Thames Water on lobbying re Schedule 3 of the Flood Water Management Act 	<ul style="list-style-type: none"> • Ongoing • Ongoing

	<ul style="list-style-type: none"> • WBC officers to explore potential support to Thames Water, e.g. delivering bottled water • Request Executive Member/officers to pursue more effective water management through the LPU 	<ul style="list-style-type: none"> • Ongoing • Ongoing
Leader and Chief Executive	<ul style="list-style-type: none"> • Support evidence-based approach to lobbying on Council funding • Invite to meeting in six months 	<ul style="list-style-type: none"> • Completed • Ongoing
Q2 Corporate Performance Report	<ul style="list-style-type: none"> • KPI Updates noted • Further information requested to be circulated to Members 	<ul style="list-style-type: none"> • Completed • Ongoing
Affordable Housing Strategy	<ul style="list-style-type: none"> • Member comments to be fed into the Strategy • Reference to “creative industries” as a key sector be removed from the strategy 	<ul style="list-style-type: none"> • Completed • Completed
O&S Work Programmes	<ul style="list-style-type: none"> • Noted 	<ul style="list-style-type: none"> • Completed

O&S Management Committee – 6 February 2024

Agenda Item	Action	Update
Minutes of Previous Meeting	<ul style="list-style-type: none"> • Agreed 	<ul style="list-style-type: none"> • Completed
Recruitment and Retention Update	<ul style="list-style-type: none"> • Committee supports initiatives for working people with caring responsibilities. • Committee supports greater use of data, e.g. cost per hire, in reports to the Personnel Board 	<ul style="list-style-type: none"> • Completed • Completed
Air Quality	<ul style="list-style-type: none"> • Note that two out of three AQMAs will be revoked and one (Wokingham Town Centre) will remain • Further update on Air Quality in late summer/early autumn 2024 • Recommend a Comms Strategy to update stakeholders in AQMAs 	<ul style="list-style-type: none"> • Completed • Ongoing • Ongoing

	<ul style="list-style-type: none"> • Recommend a mechanism for identifying potential new locations for Air Quality monitoring 	<ul style="list-style-type: none"> • Ongoing
O&S Work Programmes 2024/25	<ul style="list-style-type: none"> • Process for developing work programmes approved • Report to 6 March 2024 meeting for final approval 	<ul style="list-style-type: none"> • Completed • Completed
O&S Work Programmes	<ul style="list-style-type: none"> • Consider introduction of in-year Budget Scrutiny for 2024/25 • Draft update of Council Constitution to circulated to the Committee for comment 	<ul style="list-style-type: none"> • Completed • Ongoing