

SUSTAINABILITY AND TRANSPORT O&S COMMITTEE
ACTION TRACKER 2023-24

Date	Agenda Item	Action	Update	Completion
21 st December	Brum Breathes Clean Air Strategy Update	A breakdown of the 3 schemes listed in Appendix 6 including costings and further details on what the schemes are.	Stephen Arnold, Head of CAZ to provide	Some information circulated on 1 Feb. Further information to follow
21 st December	Brum Breathes Clean Air Strategy Update	Further information on the additional projects proposed in all other wards that will be receiving Brum Breathes funding including information for Members on the scope of what the funding can be used for.	Stephen Arnold, Head of CAZ to provide	
21 st December	Brum Breathes Clean Air Strategy Update	City Operations to provide further information on the compliance of waste vehicles being utilised within the CAZ and proposals for upgrading/ replacement of the fleet.	Stephen Arnold, Head of CAZ to liaise with colleagues in City Operations for a response	Email circulated to Members – 9 April.
21 st December	Brum Breathes Clean Air Strategy Update	Air Quality Monitoring report with details of the outputs from the monitoring undertaken in Tranches 1 & 2 and proposals for Tranche 3 to be shared when this is available.	To be shared once all the data is collated	Report circulated to Members – 24 April.
21 st December	Highways Maintenance & Management PFI Update	Minutes of the Private Session to be reviewed with officers from Highways and Legal Services to ensure that information that is in the public domain can be referenced in the public minutes of the meeting.	Scrutiny office.	Completed.
21 st December	Work Programme	Chair to write to Mark Shelswell, Assistant Director, Highways & Infrastructure to ensure that reports requested are ready for the set deadlines to avoid any changes being made to committee meetings to accommodate late changes to the proposed agenda.	Chair has spoken to the Assistant Director, Highways & Infrastructure.	Completed.

SUSTAINABILITY AND TRANSPORT O&S COMMITTEE
ACTION TRACKER 2023-24

21 st December	Work Programme	Receive monthly progress updates on the Highways PFI contract and arrangements for 24-25 until further notice.	Added to the work programme for the remainder of the municipal year	Completed.
21 st December	Work Programme	Arrangements to be made for the January meeting to be held informally with options provided on timings and a hybrid facility.	Members were asked for preferences with the majority agreed for 1pm, 11 th January	Completed.
8 th February	Highways Maintenance PFI arrangement	That the Chair writes to the Chief Executive to request that a copy of the letter received by the Council from the Department for Transport is shared with the Committee once it is legally able to do so.	Chair wrote to the Chief Executive on 23 rd February.	Completed.
8 th February	Work Programme	Further details to be confirmed and diary invitations sent to Members in relation to the meeting agreed for May 16 th .	Scrutiny Office	Completed.
8 th February	Date of Next Meeting	That scrutiny officers check availability of other dates for the March meeting to allow members to hold a full discussion on the budget and financial recovery issues, if possible.	Scrutiny office	Completed.
8 th February	Other Urgent Business	The Chair agreed to write to the Assistant Director for Highways and Infrastructure to ascertain why the 3 month rolling highways programme spreadsheet on the Council website has not been updated recently, when it will be rectified and if it will continue to be updated publicly in the future.	Chair wrote to the Assistant Director, Highways & Infrastructure on 23 rd February.	Completed.
7 th March	Action Tracker	The Assistant Director, Highways & Infrastructure to speak with relevant officers in relation to ensuring that the schedule of highway works published online is updated. In the meantime, a copy of the schedule of works will be circulated to all Members.	Mark Shelswell, Assistant Director, Highways & Infrastructure	Completed and website will be kept updated.

SUSTAINABILITY AND TRANSPORT O&S COMMITTEE
ACTION TRACKER 2023-24

7 th March	Highways Maintenance and Management PFI	The committee are provided with a copy of the draft Cabinet report outlining options before it is presented to Cabinet and if possible, a meeting is set up to discuss.	Mark Shelswell, Assistant Director, Highways & Infrastructure to provide.	
7 th March	Highways Maintenance and Management PFI	Summary of points raised in the private session to be shared with Members confidentially.	Mark Shelswell, Assistant Director, Highways & Infrastructure to provide.	Completed.
18 th April	Highways Management and Maintenance Services PFI – Update and Contingency Arrangements	The monthly update for May was cancelled. If, however, a court judgement is received an update will be provided and officers will be invited to the meeting on 16 May.	Mark Shelswell, Assistant Director, Highways & Infrastructure	
18 th April	Customer Services Programme – Highways Repair Update	The verbal update given at the Committee will be provided in written format for circulation to commissioners and Committee. Points from the discussion with Members to be included.	Mark Shelswell, Assistant Director, Highways & Infrastructure	
18 th April	Customer Services Programme – Highways Repair Update	That the committee continues to monitor the Customer Services Programme - Highway Repairs and adds its future work programme for the new municipal year.	Scrutiny office to add to the work programme for 2024/25.	