

CO-ORDINATING O&S COMMITTEE
ACTION TRACKER 2018/19

Date	Agenda Item	Action	Progress
07-Sep-18	Deputy Leader update - performance	Minutes of the monthly meetings with the Improvement Panel and also the Corporate Governance Improvement Plan will be circulated to all members.	Completed – minutes now circulated to members within two weeks of the meeting
		In response to feedback from members on several issues/suggestions regarding the performance measures it was agreed that there needs to be an ongoing conversation regarding the PIs. The corporate suite of performance indicators should be brought back to this committee in order for members to have an input in re-shaping measures as well as looking at measures which have been escalated to this committee from other O&S committees.	Initial meeting of Scrutiny Chairs held to discuss. Workshop planned to explore PIs in more detail.
		Members requested member development training to analyse performance data	Completed – Performance monitoring added to Member Development Programme
07-Sep-18	Deputy Leader update – Corporate Governance Plan	“A fit-for-purpose and modern Industrial Relations Framework” (4.8): the Deputy Leader agreed to consult with the Cabinet Member for Finance & Resources to ascertain the timeframe for circulating the document to members.	All frameworks in place currently for numerous trade union activities and relationships are being reviewed. These will be reported to the Resources O&S Committee.
		Under 4.9 – Effective Legal and Governance Services – It was agreed that a briefing note outlining the new arrangements for Legal Services should be circulated to members. Going forward there is a role for O&S to challenge how the new model is working.	Completed – Kate Charlton, City Solicitor, to attend the December Co-ordinating meeting.
		6.4 – Health and Wellbeing Board – The commentary refers to a forward plan for the HWB. The Assistant Chief Executive agreed to speak to the Chair of the Board and Social Care and the Corporate Director for Adult Social Care and Health regarding the forward plan being shared with Health & Social Care O&S Committee	Completed – Cllr Pocock met with officers and the Director for Public Health in October and a way of working is being agreed, to avoid duplication.

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07-Sep-18	Deputy Leader update – citizen engagement	Need to think how the outcome of this consultation is taken forward in Scrutiny; possibly as a Joint Scrutiny with Homes & Neighbourhoods O&S Committee.	Completed – scheduled for November meeting; Housing and Neighbourhoods members invited to attend
07-Sep-18	Deputy Leader update – Audit Report	That the Chair of Coordinating O&S Committee writes to the Chair of the Standards Committee to ascertain an estimated timeline for conclusion of their work.	Completed – awaiting response
		A note to be circulated to members on exempt and confidential items.	Completed (sent 7 th September)
		This committee should take ownership of monitoring progress against the governance recommendations in the Audit Letter and, therefore, it should be a standing item on each agenda.	Completed – see item on today's agenda