

APPENDIX 1

Recommendation and Action Tracking

The monitoring of progress with the acceptance and implementation of recommendations enables the Committee to ensure that desired actions are carried out and to assess the impact of its work on policy development and service provision. Where necessary it also provides an opportunity to recall items where a recommendation has been accepted but the Committee is not satisfied with the speed or manner of implementation, thus enhancing accountability. It also enables the number of formal update reports submitted to the Committee to be kept to a minimum, thereby freeing up Members time for other reviews.

The schedule below sets out progress in respect of those substantive recommendations and actions arising from the Overview & Scrutiny Board.

Minute No.	Item	Action/recommendation Lead Responsibility	Progress/Outcome	Status
26.	The Spending Review 2010	A list of all ring fenced grants that are planned to be rolled into formula grant/remaining ring fenced grants, plus a subsequent list to reflect any further changes.	Contained within appendix 5 of budget report.	Complete
		A briefing note on community budgets to be provided.	Circulated 16 December 2010.	Complete.
		Public Works Loan Board rates to be provided.	Circulated 03 December 2010	Complete.
27.	Monitoring Performance	Recommended that the environment indicator is not pursued.	Recommendation accepted	Complete
		Further information to be provided in respect of areas in which there were backlogs in processing housing benefit and council tax benefit claims (N181) and action taken to address these.	Circulated 10 December 2010	Complete

28.	High Level Revenue and Capital Budget Monitoring Report 2010-2011	<p>Recommended that the information in respect of the projected year end position of the Housing Revenue Account be presented more clearly.</p> <p>A list of area based grants and specific revenue grants and those which had been reduced in year be provided.</p> <p>Information in respect of the part of Askham referred to in the asset disposal risk included in the MTFs and rent income risk be provided.</p>	<p>Contained within appendix 5 of budget report.</p> <p>Information circulated 16 December 2010.</p>	<p>Complete.</p> <p>Complete.</p>
32.	H&F Bridge Partnership Performance Annual Report	<p>Recommended that training should be provided in best practice storage.</p>		
41.	World Class Financial Management Programme	<p>The percentage of electronic payments to be added to the performance measurements monitored by this committee.</p> <p>Information to be provided in respect of the cost of making a payment by cheque.</p> <p>An update report to be provided in respect of duplicate payments.</p>		
42.	Select Committee and Task Group Reports	<p>Recommended that Housing, Health & Adult Social Care Select Committee should request an officer report in respect of Hammersmith & Fulham, Lift Maintenance.</p>	<p>Item added to the work programme.</p>	<p>Complete</p>