

## 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	<b>Recommended</b> 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><b>Recommended</b> 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><b>Recommended</b> that training should be provided in best practice storage.</p>	<p>Cleared this was responded to previously with an offer to members to have some 1-1 training</p>	<p>Complete</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><b>Recommended</b> that Housing, Health &amp; Adult Social Care Select Committee should request an officer report in respect of Hammersmith &amp; Fulham, Lift Maintenance.</p>	<p>Item added to the work programme.</p>	<p>Complete</p>
50.	Monitoring	<p><b>Action:</b> Comments to be provided in</p>		

	Performance	respect of Tackling Crime and Anti-social Behaviour indicators, where the target has not been met.  <b>Action: Director of Finance and Corporate Services</b>		
51.	High Level Revenue and Capital Budget Monitoring Report 2010-2011, Quarter 3	<b>Action:</b> Further information to be provided in respect of the housing schemes under consideration (briefing).  <b>Action: Acting Director of Housing and Regeneration</b>		
52.	Localism Bill 2010/2011 Briefing Note	<b>Action:</b> Clarification of local authorities' current and proposed freedom to determine qualification criteria for housing allocations to be provided (update report).  <b>Action: Strategy Manager</b>		
53.	Tri-Borough Working	<b>Action:</b> Staffing numbers across the three boroughs to be provided (update report).  <b>Action: Chief Executive</b>		
55.	Work Programme and Forward Plan 2010/2011	<b>Action:</b> An interim report in respect of the Local Housing Company be provided.		
7.	Hammersmith & Fulham Annual Complaints Report	<b>Recommended that:</b> The customer complaints process include	Recommendation accepted	

		<p>requesting and recording customer response at the end of the complaint process.</p> <p><b>Action:</b> the Overview and Scrutiny Board receive an update on corporate complaints after 6 months.</p>		
9.	The Children's Oral Health Task Group Report	<p><b>RESOLVED that:</b></p> <p>the report and recommendations be agreed and to referred to Cabinet and the PCT, requesting an Executive Response (which includes Executive Decisions for each Scrutiny Recommendation) and referred for consideration at full Council.</p> <p><b>Action:</b> Director of Children's Services, Director of Community Services, Scrutiny Co-ordinator</p>	The scrutiny report was received by the H&F Cabinet and the NHS PCT and the Executive Response from each organisation received by the Education Select Committee 22 <sup>nd</sup> November 2011.	
11.	Tri-Borough Implementation Plans	<p><b>RESOLVED:</b> that the committee be provided with copies of the service mandates as evidence in the consideration of the tri-borough arrangements at a future meeting of the Overview and Scrutiny Board.</p>	The service mandates have been included in the scrutiny work programme in the consideration of the tri-borough arrangements.	
14.	Monitoring Performance 2010-2011, fourth quarter	<p>It was asked what the difference in terminology was between "Static" (page 356, PI code FCS082) and "Not Improving" (used elsewhere) in the performance tables listed at the back of</p>		

		<p>the report.</p> <p>The Director of Finance and Corporate Services undertook to provide definitions to members of the committee in writing.</p>		
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