

APPENDIX 1

Recommendations 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.

Meeting	Item	Action/recommendation Lead Responsibility	Progress/Outcome	Status
25/7/12	Pupil Premium Scrutiny Task Group	RESOLVED THAT: the proposal for a Scrutiny Task Group on the Pupil Premium be approved, and that the Chairmen of this Committee and the Education and Children's Services Select Committee determine the detailed scope of the review	The Task Group has now finished its investigations and the Final Report was approved by the Board. All recommendations were approved by Cabinet on 9 th December 2013. The ECSSC will monitor the implementation of the recommendations.	Complete
5/3/13	Managed Services and HR	RESOLVED THAT: The Board receive an update in 6 months. Action: The Board requested a breakdown of expected staff levels in three years' time and where they would be based. Members asked for further detail on how the estimated £1.2million annual saving had been calculated. Action by: Jane West (Executive Director of Finance and Corporate Governance).	Further report due to be submitted in March 2014.	Ongoing

24/09/13	Annual Complaints Performance Report 2013/13	<p>Action: That a update report on Council performance against targets for the response time to respond to Councillor and MP enquiries and overall customer satisfaction be provided in April 2014</p> <p>Action by: Lyn Anthony (Head of Executive Services)</p>		Ongoing
26/11/13	Team White City Update	The Chairman noted that there was significant interest from the Board in the progress of Team White City and it was agreed that an update report would be submitted to the Board approximately six months after the Spring 2014 implementation date.	Agenda item scheduled for an Autumn meeting	Ongoing
26/11/13	The Capital Budget	<p>Members also asked for clarification on the following details, which officers undertook to provide:</p> <ol style="list-style-type: none"> 1. An additional £1,838,000 expenditure on major refurbishments in the Housing Capital Programme (appendix 4) 2. Targets for leasehold income not being met and possible shortfalls 	Officers have provided details as per the note below	Complete

Note:

- 1 The £1.838m additions to the Housing capital programme is made up of:
 - A net transfer of £950k from Planned Maintenance into Major Refurbishments. Works under each programme can be similar but going forward for clarity work classed as planned maintenance will now only include those schemes delivered through the MITIE Planned Maintenance Framework.
 - A transfer of £400k from Fire Safety programme to Philpot Square and White City schemes to reflect the inclusion of this type of work in the contracts classed as Major Refurbishment
 - An addition of £488k to the budget for Edward Woods towers to reflect increased forecast expenditure

2 Leaseholder and Other Contributions £7.442m – this is broken down as follows:

Description	£'000
Leasehold contributions	5,758
Decent Homes Area 2 Connaught bond settlement	750
Insurance: Riverside Gardens	334
Insurance: Robert Owen Hse	600
Total	7,442

Currently we have no significant concerns regarding Leaseholder Income.