

## Actions arising from previous OSMC Meetings

The OSMC is requested to consider the following list of actions and note the updates provided.

Ref No:	Date - Item No.	Action	Officer/ Member	Comments/ Update
1.	17/10/17 - 16	<b>Actions from previous Minutes - New Model for Scrutiny:</b>  The Terms of Reference of the various scrutiny groups that formed part of the new model would be reviewed, with 'policy development' and scrutiny work incorporated.	Lead Officers of scrutiny groups	Lead Officers reviewing Terms of Reference and amending as necessary.
2.	17/10/17 - 19	<b>Key Accountable Performance 2017/18: Q1:</b>  Introduce a summary section to aid direct comparison between the previous reported status and the current position of Key Accountable Performance Measures.	Catalin Bogos	<b>Action Complete:</b> The Performance, Research and Consultation team is working to amend the excel reporting tool to enable the reporting of the previous reporting status. It is expected to be able to use this functionality at Q3 reporting.
3.	17/10/17 - 19	<b>Key Accountable Performance 2017/18: Q1:</b>  Indicator Ref CBaCFS11 would be amended to 'Red'	Catalin Bogos	<b>Action complete:</b> The performance status was amended.
4.	17/10/17 - 20	<b>Enable more affordable housing completions:</b>  Planning to circulate the 2016 number of proposed Affordable Housing units which had not been delivered due to viability challenge. Updated figures would also be available in December 2017.	Gary Lugg	
5.	17/10/17 – 20	<b>Enable more affordable housing completions:</b>  Planning to request feedback from the Developers Industry Forum in terms of amending the development commencement deadline from 3 to 2 years.	Gary Lugg	

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6.	17/10/17 - 20	<b>Enable more affordable housing completions:</b>  Update the affordable housing statistics to reflect the areas in which they had been allocated.	Bryan Little	
7.	17/10/17 - 21	<b>Homelessness prevention/alleviation for people presenting as homeless:</b>  Future performance reports indicate whether the statistics were estimated or actual.	Catalin Bogos	<b>Action Complete:</b> Noted for future reports.
8.	17/10/17 - 23	<b>Council Tax and Business Rates Collection:</b>  Confirm whether the budget surplus from backdated collections was included in the 2017/18 budget.	Andy Walker	
9.	17/10/17 - 24	<b>The timeliness of decisions on benefit claims:</b>  Develop a 'frequently asked questions' sheet for Members around the process of Universal Credits. This needed to be provided in advance of the full roll out of Universal Credit in December 2017.	Iain Bell	<b>Action complete:</b> information has been circulated to Members
10.	17/10/17 - 26	<b>West Berkshire Council Forward Plan 14 November 2017 to 31 January 2018;</b>  C3222 would be removed from the Council's Forward Plan.	Stephen Chard	<b>Action complete:</b> item removed from the Council's Forward Plan.
11.	17/10/17 - 28	<b>Overview and Scrutiny Management Commission Work Programme:</b>  The Council Strategy 2018/19 refresh be added to the Commission's work programme and the first meeting held between 20/11/17 – 1/12/17.	Stephen Chard	<b>Action complete:</b> item added to the Work Programme with meetings held on 27 November 2017, 4 December 2017 and 14 December 2017.  Outcome of work reported as part of the January 2018

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				papers.
12.	17/10/17 - 28	<b>Overview and Scrutiny Management Commission Work Programme:</b> A task group comprising Councillors Collis, Morrin, Somner and Dillon be established to assist in refreshing the 2018/19 Council Strategy.	Stephen Chard	<b>Action complete:</b> as noted above.
13.	17/10/17 - 28	<b>Overview and Scrutiny Management Commission Work Programme:</b> OSMC 6 ((General Data Protection Regulations – GDPR) be postponed to allow time for Members to attend the Member Development session on this topic.	Stephen Chard	<b>Action complete:</b> item originally postponed to OSMC in April 2018, but brought forward to January 2018.