

Actions arising from previous Meetings Members are requested to consider the following list of actions and note the updates provided.							
Ref	Date	Item/Action	Member/Officer	Status	Target Date	Last Update	Comments/Update
89	07/03/2023	Libraries Review Consult with town / parish councils to understand what they wanted from the service	Felicity Harrison	In progress	20/06/2025	16/06/2025	It is proposed to bring an update on the Library service to the meeting on 16 September 2025. (NB: The Libraries Review has been removed from the Executive Forward Plan as it was a legacy item.)
90	07/03/2023	Libraries Review Ensure that 'priorities', 'review recommendations' and 'opportunities for future investment are aligned and that targets are set	Felicity Harrison		20/06/2025	16/06/2025	
91	07/03/2023	Libraries Review Libraries report to be updated before submitting it to the Executive	Felicity Harrison		20/06/2025	16/06/2025	
116	11/10/2023	Thames Water and Environment Agency Meet with the EA and West Berkshire Council to discuss the Northbrook in Newbury	Thames Water	In progress	20/06/2025		(Links to Action #143) Thames Water have supported with testing of the Northbrook. WBC have started an initial business case, and had initial conversations with the Environment Agency on potential funding opportunities for flood alleviation. The business case is being finalised, but will be managed in line with the emerging draft Section 19 report after the January 2024 district-wide flooding. This will require EA funding. (Also, see Thames Water Q&A #35)
141	25/04/2024	Actions from Previous Minutes Scrutiny Commission to be updated about progress with Councillor Gourley's motion that was passed at March Council.	Cllr Stuart Gourley	In progress	20/06/2025		The Scrutiny Commission Chairman is in dialogue with the Executive Portfolio Holder regarding the timing of future reports.
143	25/04/2024	Actions from Previous Minutes Seek an update from Councillor Gourley about whether action would be taken following the results of the Northbrook tests.	Cllr Stuart Gourley	In progress	20/06/2025		(Links to Action #116) The Environment Officer who joined us on the site visit, has requested a water quality monitoring device to be deployed along the Northbrook. We have a limited number of these devices available and for obvious reasons, they are all currently deployed at sewage treatment works across the Thames catchment. He has also had to focus his time on inspection visits to treatment works but did say he would repeat the request with the officers who manage this equipment, in case one can be made available but we cannot promise this will happen, nor say when this may be possible. Cllr Gourley is continuing to chase the EA for answers on this issue.
156	17/07/2024	Waste Strategy Undertake benchmarking with other local authorities to check the link between affluence and waste volume.	Daniel Warne	In progress	20/06/2025	19/06/2025	Assigned to officer for action in Q4, following implementation of other key priorities.
157	17/07/2024	Waste Strategy Consider how measurement and reporting of community litter-picking could be improved, and consider increased provision of community litter-picking kits as part of the Waste Strategy	Daniel Warne	In progress	20/06/2025	19/06/2025	Action forms part of adopted Waste Management Strategy. Assigned to officer for action in Q4, following implementation of other key priorities.

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163	17/07/2024	2023/24 Performance Report Year End Chairman of Scrutiny Commission to discuss issues relating to Housing First and empty homes with the relevant Executive Portfolio Holder.	Cllr Carolyne Culver	In Progress	20/06/2025	18/06/2025	Cllr Culver has contacted Cllr Gaines as housing portfolio holder and Cllr Codling as chairman of Health and Wellbeing, requesting that we establish between the three of us what is the best way forward to develop and scrutinise housing policy in a manner that does not duplicate effort.
178	21/09/2024	SEND High Needs Block and Delivering Better Value Bring the performance dashboard to a future Scrutiny Commission meeting	AnnMarie Dodds	Closed	20/06/2025	17/06/2025	This action has been allocated to the Children and Young People Scrutiny Committee.
180	21/09/2024	SEND High Needs Block and Delivering Better Value DfE Regional Director to be invited to the Scrutiny Commission meeting on 13 March 2025.	Cllr Carolyne Culver	Closed	20/06/2025	17/06/2025	The DfE Regional Director is responsible for the Academy Schools in West Berkshire and is not responsible for the High Needs Block or SEND spending.
201	17/10/2024	Thames Water and Environment Agency Draft a letter to the Ministry of Housing, Communities and Local Government in consultation with Councillor Stuart Gourley to lobby for water companies to be made statutory consultees for major planning applications.	Jon Winstanley	In progress	20/06/2025	10/06/2025	In progress.
212	26/11/2024	Response to Faraday Road Football Ground queries Provide details of the project plan and objectives for Faraday Road.	Cllr Nigel Foot	In progress	20/06/2025		A draft has been provided. Cllr Foot to clarify some details and provide a further update.
214	26/11/2024	Early Intervention and Family Help Timetable a future scrutiny review of youth services.	Rebecca Wilshire / Karen Attala	Closed	20/06/2025	17/06/2025	These actions have been allocated to the Children and Young People Scrutiny Committee.
215	26/11/2024	Early Intervention and Family Help Timetable a future scrutiny review of wraparound care	Neil Goddard	Closed	20/06/2025	17/06/2025	
219	26/11/2024	Health Scrutiny Committee Update Scrutiny Commission Members to see the report ahead of the Council meeting.	Gordon Oliver	Complete	20/06/2025	21/04/2025	All Scrutiny Members were sent details of the report that went to Governance Committee on 29 April 2025.
221	26/11/2024	Scrutiny Commission Work Programme Liaise with the Executive Portfolio Holder: Planning and Housing regarding the timing of proposed housing reports	Cllr Carolyne Culver	In Progress	20/06/2025		The Scrutiny Commission Chairman is in dialogue with the Executive Portfolio Holder regarding the timing of future reports.
222	11/02/2025	Actions from previous Minutes SEND High Needs Block report to include commentary on the effectiveness of the DBV appointments	AnnMarie Dodds/ Neil Goddard	Complete	20/06/2025	05/06/2025	A report on DBV went to CYP Scrutiny on 5 June 2025.
223	11/02/2025	Actions from previous Minutes Follow up with Thames Water regarding Thatcham Sewage Works.	Cllr Carolyne Culver	In progress	20/06/2025		Councillor Culver has contacted Denise Kinsella and awaits a response.

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224	11/02/2025	Actions from previous Minutes Seek further details about the duration of the library sessions and the process for booking appointments.	Gordon Oliver	Closed	20/06/2025	16/06/2025	Feedback from partners, professionals, staff, children, young people, and families has been gathered to inform what Early Help needs to look like in West Berkshire, across the partnership. This Feedback having been analysed and will now lead to several workshops to be developed during June/July, these will around, parenting, digital offer, family hubs and co-location, early help plans, and assessment all based on the feedback received. The Social Care Reforms (Families First Partnerships) continues to be explored, with a staff engagement planned in June and learning from national pathfinders continue, this links more with Family Help but will require the development of Family Hubs for the right impact to be achieved. Remains in progress and will continue to be developed throughout 2025/26. This will be followed up through Children and Young People Scrutiny Committee as required.
225	11/02/2025	Revenue Budget 2025/26 Provide assurance around the future of the family hubs	AnnMarie Dodd/ Rebecca Wilshire	Closed	20/06/2025	16/06/2025	
227	11/02/2025	Executive Forward Plan January to April 2025 Liaise with the Executive Director – Children’s Services regarding timings for her reports, taking account of data releases for primary and secondary schools	Cllr Carolyne Culver	Closed	20/06/2025	17/06/2025	
229	11/02/2025	Scrutiny Commission Work Programme Discuss with Councillor Gourley whether headteachers could make representations to TAG re school streets.	Cllr Carolyne Culver	In progress	20/06/2025	18/06/2025	Cllr Culver has advised Cllr Amirtharaj to contact Cllr Gourley to ask whether this issue can be tabled at a meeting of the Policy Development Group, which has replaced the advisory groups.
230	13/03/2025	Actions from Previous Meetings Confirm if Members could be provided with details of the Corporate Programme Schedule	Stephen Chard	Complete	20/06/2025	20/06/2025	Members have been sent the most up to date list as provided by the Corporate Programme Office. Also, details of the Capital Programme are published alongside the Budget. Capital Programme 2025-26
231	13/03/2025	Actions from Previous Meetings Amend the Actions Log to include target dates for completion and dates of the most recent action.	Gordon Oliver	Complete	20/06/2025	25/04/2025	This will be carried over into the Actions and Recommendations Tracker
232	13/03/2025	Waste Management Strategy A future report to be brought to the Scrutiny Commission on implementation of the new recycling scheme.	Daniel Warne	In progress	20/06/2025	18/06/2025	To be considered as part of work programme discussions.
233	13/03/2025	Appointment of Task and Finish Groups Confirm details of the second Conservative Member for the Project Management Task and Finish Group.	Cllr Ross Mackinnon	Complete	20/06/2025	20/03/2025	Cllr Paul Kander has been nominated as the second Conservative Member.
234	13/03/2025	Scrutiny Commission Work Programme Review the work programme in the light of the proposed restructure.	Stephen Chard	Complete	20/06/2025	17/06/2025	Items on the Scrutiny Commission Work Programme have been reallocated across the three committees.

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235	13/03/2025	Recommendations Tracker Develop a template for a combined actions and recommendations tracker in consultation with the Scrutiny Commission Chairman	Stephen Chard	In progress	20/06/2025	17/06/2025	A version has been prepared for the Children and Young People Scrutiny Committee - this will be rolled out to the Resources and Place Scrutiny Committee for the September meeting.

Last updated: 20 June 2025