

## TRACKING RESOLUTIONS

### Support Services Overview and Scrutiny Panel

Date/Minute Number	Resolution	Explanation/Minute	Officer	Progress	Target Date
18 (4) 01/10/09	to request an example of the complete process for new appraisals in one service area, this should include actions taken after the appraisal		Mark Grimley, Assistant Director of HR and Organisational Development	As discussed at the pre-agenda meeting for the meeting on 3 June 2010 it was discussed that the AD for HR and Organisational Development had been providing updates to the panel and should be invited to a future meeting on 2 September 2010 to provide an example of the complete process.  Added to Work Programme.	02/09/10
18 (5) 01/10/09	to request a copy of the communications strategy		Richard Longford, Head of Communications	An email was sent to Richard Longford, Head of Communications on 15/06/10 requesting a copy of the presentation and both internal and external communications strategies.	
31 (1) 29/10/09	to invite the Customer Services, Performance and Partnerships and the Policy and Performance Officer back to the future meeting of this panel to provide members with an update on how consultation responses are used and what feedback is given to the people who take part in the consultation.		Giles Perrit	Giles Perritt attended panel meeting on 03/06/10.	03/06/10
31 (2) 29/10/09	to invite the Customer Services, Performance and Partnerships and the Policy and Performance Officer back to the future meeting of this panel to provide members with a response to the request for a relevant Councillor to be one of the first people to be consulted in any consultation that impacts on their area of responsibility or ward.		Councillor Ricketts, Cabinet Member / Jo Atkey, Policy and Performance Officer	Giles Perritt attended panel meeting on 03/06/10.	03/06/10

33( 1) 29/10/09	that a working group undertake to look into the current resource provision.		Working Group Members	Councillor Lowry and Councillor Stark had liaised with Giles Perritt to progress the working group. Find out from Giles where we are with this now.	
33 (2) 29/10/09	that a working group undertake to look into the content of panel's work programmes, including details around whether items were statutory considerations or not.		Working Group Members	Same as above.	
7 (1) 03/06/10	The Democratic Support Officer would seek to ascertain whether the University of Plymouth would be interested in co-opting a representative on to the panel and report back to the next meeting.	The panel discussed the possibility of co-opting a representative on to the panel in particular to assist with ICT and Communications policy.	Ross Johnston, Democratic Support Officer	A letter was sent to the University of Plymouth on Monday 21 June 2010 inviting them to offer a representative to be co-opted on to the panel.	
11 (1) 03/06/10	A request that the Accomodation, ICT and People strategies are provided as progress reports highlighting their delivery outcomes against their targets.	This resolution was discussed under Draft Work Programme.	Chris Trevitt, Mark Grimley and Neville Cannon	An email was sent to Adam Broome, Mark Grimley, Chris Trevitt, Neville Cannon on 15/06/10 requesting that the report/presentations given on the relevant strategies are given as progress reports.	08/07/10

### Overview and Scrutiny Management Board

Date/min number	Resolution / Recommendation	Explanation / Minute	Response	Explanation
8 03/06/10	that the Support Services OSP be formally involved in any consultation on the bills recently announced during the Queens speech relating to policy areas within the panel's Terms of Reference.	As part of the Queens speech a number of Bills had been drafted that could greatly impact on the way the council conducts its business and delivers services. The panel have requested to be involved in any consultation on the Bills that relate to Support Services policy areas.		

**Grey** = Completed (once completed resolutions have been noted by the panel they will be removed from this document)

**Red** = Urgent – item not considered at last meeting or requires an urgent response