

TRACKING RESOLUTIONS

Support Services Overview and Scrutiny Panel

Date/Minute Number	Resolution	Explanation/Minute	Officer	Progress	Target Date
45 27.10.11	the Chair in consultation with Councillor Lowry, Vice-Chair, and Paul Chapman, Lead Officer, agree the dates of the task and finish group;	Members confirmed that the T&F group had been postponed and would be arranged in early 2012.	Ross Johnston, Democratic Support Officer	T&F group arranged for Thursday 2 and Friday 3 February 2012.	End of February 2012
52(1) 24.11.11	Mark Grimley, Assistant Director for Human Resources and Organisational Development would provide a written response to all members on the absence of school escorts;	Members expressed concern that school escorts had a high sickness absence.	Mark Grimley, Assistant Director for Human Resources and Organisational Development	Information sent to members on 9 January 2012. Annexed to the tracking resolutions document for information.	23 December 2011
52(2) 24.11.11	Mark Grimley, Assistant Director for Human Resources and Organisational Development would provide a report to all members on employee sickness levels by grade;	Members wished to see further sickness data than that which had been provided and were advised that they could be provided with figures of sickness by pay grade.	Mark Grimley, Assistant Director for Human Resources and Organisational Development	Information sent to members on 9 January 2012. Annexed to the tracking resolutions document for information.	23 December 2011
52(3) 24.11.11	the panel monitor performance in the next quarterly Finance and Performance report.		Ross Johnston, Democratic Support Officer	Added to the SS OSP work programme on 15 March 2012.	23 December 2011
53 24.11.11	<u>Agreed</u> that Eve Skuse, Head of Organisational Development, email all panel members the current figures and statistics for the Chief Executive's Department appraisal completion rates and the guidance provided to departments on appraisal when going through a restructure.	Members were concerned that the Chief Executive's department should be leading by example in the appraisal process and wished to see up to date completion figures for that department.	Eve Skuse, Head of Organisational Development	Information sent to members on 9 January 2012. Annexed to the tracking resolutions document for information.	23 December 2011

54 24.11.11	Paul Chapman, Lead Officer would provide figures to all panel members on how many local suppliers were employed by the council;	Members were informed that there was a move to provide more contracts to local suppliers and requested for figures on this.	Paul Chapman, Head of VFM and Efficiencies	Information sent to members on 9 January 2012. Annexed to the tracking resolutions document for information.	23 December 2011
55 24.11.11	Agreed that members be provided with an explanation as to why Councillor Ricketts was not present for this item.	Members expressed concern that Cllr Ricketts was not in attendance for the Performance and Finance report.	Paul Chapman, Head of VFM and Efficiencies	Response emailed to all members on 9 January 2012.	23 December 2011

Overview and Scrutiny Management Board

Date/min number	Resolution / Recommendation	Explanation / Minute	Response	Explanation
52 24.11.11	<p><u>recommended</u> that the Overview and Scrutiny Management Board review the results of the interim staff survey 2011 when they become available and determine whether the Support Services Overview and Scrutiny Panel should take any further action.</p>	<p>Members were encouraged that staff sickness had been reducing and felt that the responses to the staff survey had helped with this. They wished that the O&S MB review the interim staff survey and determine whether there still exists any issues that need further scrutiny by the SS OSP.</p>		
58 24.11.11	<p>The Panel received their draft work programme for 2011-2012 and <u>recommended</u> to the Overview and Scrutiny Management Board that -</p> <ol style="list-style-type: none"> 1. School Transfers to Academies is added as an item onto the work programme for a future meeting after April 2012; 2. Lord Mayoralty issues is added to the work programme for the 19 January 2012 meeting. 	<p>The panel were recommended to further review the School Academy Transfers after April 2012 by officers as a clearer picture on the level of buy back services and income for 2012-2013 will be known.</p> <p>Members were concerned about recent media attention on the Lord Mayor's budget and wished to review this issue further particularly in relation to the budget cuts that were promised in the 2011 – 2012 budget setting process.</p>		

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