

Overview and Scrutiny Management Board 2012/13

5 September 2012

TRACKING DECISIONS

Grey = Completed

Minute number	Decision	Date agreed	Action by	Progress	Target date
Min 7. 13.06.12	Terms of Reference The Board <u>agreed</u> to revise its terms of reference to submit them along with the terms of reference for the Panels to the next appropriate city council meeting	25 July 2012	HW	Awaiting the Board's approval of any changes made to the panel's terms of reference at its meeting scheduled for 25 July 2012. Completed	25 July 2012
Min 8. 13.06.12	Co-opted Representatives The Board <u>agreed</u> to review the co-opted representatives nominations received from the panels, prior to considering nominations for the Management Board.	25 July 2012		Awaiting co-opted representatives nominations from panels. Completed	25 July 2012
Min 12. 13.06.12	Work Programme The Board <u>agreed</u> that the following items would be included on the work programme for the forthcoming year – <ul style="list-style-type: none"> • Charter for Older People • Corporate Plan 2012-2015 • Police and Crime Panel • Welfare reform • Library Modernisation Review • Youth unemployment (young people with special educations needs and disabilities) task and finish group • Finance and Performance Reporting task and finish group 	25 July 2012	HW	Completed	25 July 2012

Min 13. 13.06.12	<p>Task and Finish Update/Reports</p> <p>The Board <u>agreed</u> to undertake a task and finish group to explore how successful young people with special educational needs and disabilities are in gaining employment.</p>		GP/JG/GP Lead officers	Agreed at the meeting held on 8 August 2012 that this should be a joint task and finish group with Children and Young People, Health and Adult Social Care and Growth and Prosperity.	
Min 22. 25.07.12	<p>Recommendations</p> <p>The Board endorsed and <u>agreed</u> the following recommendations –</p> <p><u>Customers and Communities</u></p> <p>(minute 6) persons with the relevant knowledge and expertise would be invited prior to commencement of task and finish groups and co-opted as and when appropriate.</p> <p><u>Children and Young People</u></p> <p>(minute 3) the appointment of co-opted representatives. (minute 6) the changes to its terms of reference.</p> <p><u>Health and Adult Social Care</u></p> <p>(minute 4) the appointment of co-opted representative.</p> <p><u>Support Services</u></p> <p>(minute 4) appointment of co-opted representatives</p>		HW/ DSOs	<p>Fed back to panel.</p> <p>Fed back to panel.</p> <p>Fed back to panel.</p> <p>Fed back to panel.</p>	
Min 24. 25.07.12	<p>Terms of Reference</p> <p>The board noted the amendments to the panel's terms of reference and <u>recommended</u> them to be submitted to the next city council meeting for approval.</p>		HW	To be submitted to the city council meeting scheduled for 24 September 2012.	24 September 2012

Min 25. 25.07.12	<p>Co-opted Representatives</p> <p>The Board <u>agreed</u> to seek information as to how the council supported people with disabilities when seeking advice at First Stop.</p>		HW	To be circulated outside of the business meeting.	
Min 26. 25.07.12	<p>Work Programme</p> <p>The Chair advised that a separate meeting with the Chairs of panels, lead officers and democratic support officers would be held to discuss and agree the work programmes for 2012/13.</p>		HW	The work programmes for the Board and the Panels were agreed at the meeting held on 8 August 2012 (information previously circulated).	8 August 2012
Min 27. 25.07.12	<p>Project Initiation Documents</p> <p>The Board <u>agreed</u> the following project initiation documents –</p> <ul style="list-style-type: none"> ● social fund replacement; ● finance and performance. <p>The library modernisation project initiation document was also <u>agreed</u> but subject to a review of the objectives</p>		HW	<p>Fed back to panel</p> <p>Fed back to panel (Giles Perritt to review the PID and provide comments to Lead Officer Customers and Communities).</p>	<p>September 2012</p> <p>September 2012</p>