| **Date & Min** | **Recommendation** | **Lead Member** | **Lead Officer** | **Accepted** | **Implemented** | **Completed?** | **Progress / Comments** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 28/06/18Min 5.2 | Concern was expressed at no information being available for statutory and mandatory training for employees and asks that further information be provided to the Committee | Leader | Heather McManus  | Yes | No |  | A review is currently being carried out by the SRBC Senior Leadership Team of employees training needs.  |
| 28/06/18Min 5.3 | Welcomes the Cabinet Member’s reassurance that call waiting times in Gateway would improve and looks forward to further information being provided in the quarter 1 performance report | Corporate Support and Community Engagement | Paul Hussey | Yes | No |  | Call waiting times have improved significantly in Gateway and the latest percentage of calls answered within 60 seconds figure will be included in the second quarter’s performance report |
| 28/06/18Min 5.5 | Consideration be given to our approach to empty properties and the scale of the issue assessed against the resources deployed | Strategic Planning, Housing and Economic Growth | Jonathan Noad | Yes | No |  | This issue is being considered as part of the adopted Housing Framework and work of the Private Sector Housing team and will be the subject of future reports. |
| 28/06/18Min 5.6 | Further information be provided on the timescales for agreeing and implementing the Penwortham, Leyland and Lostock Hall masterplans and confirmation the resources are in place | Strategic Planning, Housing and Economic Growth | Jonathan Noad | Yes | No |  | A report will be forthcoming to Cabinet on the approach to the Master Plans which are currently under discussion between Portfolio and Officers |
| 28/06/18Min 5.7 | Information be provided to the Committee on how much property rental income was written off and the process used | Assets and Transformation | Jonathan Noad | Yes | Yes |  | This information will be provided in the next budget monitoring report to the Scrutiny Committee |
| 28/06/18Min 6.2 | Looks forward to seeing the Cabinet report on future options for Worden Park in September 2018 | Assets and Transformation | Jonathan Noad | Yes | No |  | Work is ongoing and an update will be provided at the Scrutiny meeting on 30 August 2018 |
| 30/08/18Min 12.2 | Preventative Health - More clarity on the cross party working group be provided within the report, to include its terms of reference, its role and the timescales involved. | Public Health, Leisure and Wellbeing | Jennifer Mullin | Yes | No |  | Work is ongoing with Democratic Services to set up this group and to look at time scales. |
| 30/08/18Min 12.3 | The Preventative Strand of Our Health, Our Care programme paper be provided to all Members | Public Health, Leisure and Wellbeing | Jennifer Mullin | Yes | Yes |  | Document posted on Member’s Connect. |
| 30/08/18Min 12.4 | Additional work be carried out to engage better with the Clinical Commissioning Group and other health partners as part of the new service model. | Public Health, Leisure and Wellbeing | Jennifer Mullin  | Yes | Partially |  | A paper has been presented to the Central Lancashire Health and Wellbeing Partnership meeting for discussion detailing the model. A paper is being drafted for the Strategic Estates Group which includes CCG and Health Partners on our proposed model. |
| 30/08/18Min 12.5 | Future reports include more plain English and acronyms, if used, be explained | Public Health, Leisure and Wellbeing | Jennifer Mullin  | Yes | Yes |  | Agreed. The message has also been sent to our partners via Central Lancashire Health and Wellbeing Partnership. |
| 30/08/18Min 12.6 | The Council ensures that the new service does not duplicate the work of the Lancashire Health and Wellbeing Service | Public Health, Leisure and Wellbeing | Jennifer Mullin  | Yes | Yes |  | Agreed. |
| 30/08/18Min 13.1 | The Scrutiny Committee explores how it scrutinises the work and outcomes of the Improvement Reference Group | Scrutiny Chair | Darren Cranshaw | Yes | No |  | This is to be discussed further as part of the Scrutiny Committee’s work programme. |
| 30/08/18Min 13.3 | A progress report detailing an accurate position on the recommendations from the Peer Review and External Audit Finding Report be provided to the next meeting of the Committee | Leader | Heather McManus | Yes | Yes |  | This has been addressed in a report to presented to Cabinet and Council.  |
| 30/08/18Min 13.4 | The External Audit Finding Report be attached to the report to be presented to Cabinet and Council. | Leader | Heather McManus | Yes | Yes |  | This was included as part of the report presented to Cabinet and Council. |
| 30/08/18Min 13.6 | Report on the outcomes of the Cultural Mapping work, Investors in People and Customer Service Excellence Assessments be brought to a future Committee meeting | Leader | Heather McManus | Yes | No |  | This is scheduled to be considered at an additional Scrutiny Committee being arranged for early December 2018. |
| 30/08/18Min 14 | Progress report on the senior management re-structure, including a copy of the agreed leadership and wider officer structure, list of vacant posts, the interim arrangements currently in place and organisational development strategy/workforce development plan to be provided to next meeting | Leader | Heather McManus | Yes | No |  | This is scheduled to be considered at an additional Scrutiny Committee being arranged for early December 2018. |
| 27/09/18Min 19.1 | Scrutiny Committee would support the communicating with residents and businesses call-in request for the reconsideration of the decision and asked for a more detailed report to be considered at a meeting of Cabinet | Leader | Heather McManus | Yes | Yes |  | Considered at Cabinet on 17/10/18. |
| 27/09/18Min 19.2 | The role of the FORWARD Editorial Group be formalised in terms of role, membership and process. | Leader | Heather McManus | Yes | Yes |  | Cabinet approved. |
| 27/09/18Min 19.3 | Future Cabinet reports include more detailed financial information and evidence to make decisions more robust and transparent and demonstrate cost effectiveness | Leader | Heather McManus | No | No | N/A | Current report provides all necessary information and are signed off by the Monitoring Officer & the Section 151 Officer. |
| 27/09/18Min 19.4 | Scrutiny Committee expresses concern at issuing FORWARD in March due to the Election (Purdah) and the issuing of three publications in six months | Leader | Heather McManus | Yes | Yes |  | Cabinet agreed on 17/10/18 to just produce an October issue of the FORWARD newspaper. |
| 27/09/18Min 20 | Scrutiny Committee would support the council tax support call-in request for the decision to be reconsidered by full Council | Finance | Paul Hussey |  |  |  |  |
| 27/09/18Min 20.1 | Asked for any future reports be more detailed and provide all the relevant information to ensure that Members are clear on the decisions they are making at meetings. | Leader | Heather McManus | No | No | N/A | Current report provides all necessary information and are signed off by the Monitoring Officer & the Section 151 Officer. |
| 27/09/18Min 22.2 | Scrutiny Committee would support the call-in request for the Leisure Campus contract award reconsideration of the decision and asked for a more detailed report to be taken to the next meeting of Cabinet. | Public Health, Leisure and Wellbeing | Jennifer Mullin  | Yes | Yes |  | Considered at Cabinet on 17/10/18. |
| 27/09/18Min 22.3 | The quality of decision making reports be improved in terms of detail, advice provided and content. | Leader | Heather McManus  | No | No | N/A | All reports produced provide relevant data and are signed off by the Section 151 Officer and the Monitoring Officer.  |