

## Corporate Overview and Scrutiny Committee – Action List Update

Date	From	Action	Status	Lead Officer	Resolved?
25 June 2015	Cllr Hebb	An update on the development of a pop-up window on the Corporate website to enable users to provide feedback regarding functionality.	An update was provided to the Committee on 19 November. It was reported that this function was now live and web users could provide feedback.	Jackie Hinchliffe	CLOSED
25 June 2015	Cllr Hebb	That a summary of the work undertaken by the Budget Review Panel, once concluded, be referred to the Committee for consideration and comments.	It is anticipated that an update will be referred to the Committee in January 2016.	Sean Clark / Steve Cox	OPEN
17 September 2015	Cllr Stewart	For officers to investigate whether blue recycling and brown garden waste bins were combined together when collected, for example if they were collected on the same refuse trucks.	There are operational occasions where this might happen and it is trying to be minimised. At a time if a road is missed then it is possible that all the waste streams for that road will be mingled on collection, this is due to the cost of sending out two crews and refuse lorries rather than the minor cost of sending such a small tonnage of waste to landfill. The department are looking to take actions to minimise this from happening and are hopeful that a future change of work arrangements will make this a very small exception. The department are aware of the disincentive this depicts for people who have taken their time to recycle.	Richard Parkin	CLOSED
17 September 2015	Cllr Liddiard	For a vision of Community Hubs to be shared with the Committee outside of the meeting.	Officers are currently investigating.	Steve Cox	OPEN
17 September 2015	Cllr Stewart	For a list of statutory and discretionary services to be shared with the Committee so that Members could be more informed of the impact of the budget savings. Officers explained that the slide pack from the budget review panel process could	A list of statutory and discretionary services is currently being developed by Directors Board and it is anticipated an update will be available in the New Year.	Steve Cox / Sean Clark	OPEN

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		be circulated.			
17 September 2015	Cllr Hebb / Cllr Liddiard	<p>It was agreed that officers could obtain further detail of what Cllr Hebb wanted to achieve from changing the reporting mechanism from outside of the meeting, following which both reporting mechanisms could be considered by Performance Board and the findings presented to the Committee at a later meeting.</p> <p>In relation to this Councillor Liddiard requested:</p> <p>For officers to investigate the viability, cost impact and ability to change the currently RAG (Red, Amber, Green) reporting system and consider the wider implications.</p>	The Corporate Planning Framework is currently under review and will be considered by Directors Board in January. This will include a review of how we will monitor the Council's performance against the Corporate Plan.	Sarah Welton / Karen Wheeler	OPEN
17 September 2015	Cllr Hebb	How the target of the number of apprentices employed by the Council was set.	65 was the target in 2013/14 and originally it was intended that the target would be increased each year. However, over the last couple of years, given the budgetary situation across all directorates, the ability to recruit and accommodate apprentices and still ensure that their training and experience was of a good standard, has been reduced. Thus rather than increase the target, and put services under increasing pressure, it was decided to maintain the same target – which is still very challenging in the current climate.	Sarah Welton	CLOSED
17 September 2015	Cllr Hebb	Whether the geographical areas with the most contaminated recycling waste loads had been identified and if communication could be targeted in these areas to mitigate the volume of	<p>The Environment Department have seen a gradual decline of recycling levels over the last few years. This is a national trend however there are certain Councils who are still increasing their recycling rates.</p> <p>Early in the new year the department are looking to have a new action plan in place regarding the increase of recycling.</p> <p>Part of this plan is to target specific area/rounds where recycling appears to be lower than other areas. There is a complication in this however as some rounds have less</p>	Richard Parkin / Karen Wheeler	OPEN

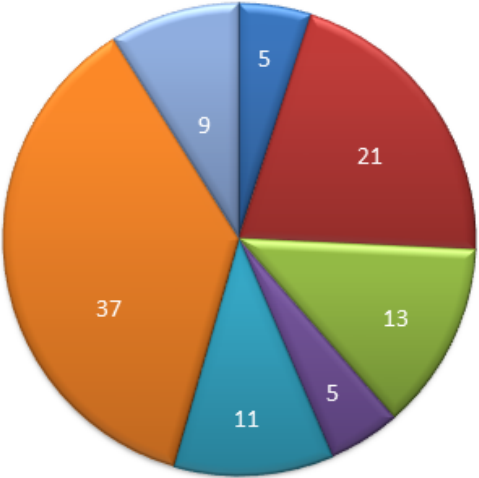
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		contaminated waste.	properties/bin lifts than others therefore some assumptions will need to be worked on.		
17 September 2015	Cllr Hebb	What other accreditations the authority could undertake to demonstrate performance against the priority of a 'well-run organisation'.	The Council holds the Lexcel Law Society Practice Management Standard for Legal Services; ADSO Award for Democratic Services Team of the Year; Customer Contact Association (CCA) global standard; Bronze Homelessness Standard and IIP Gold accreditation.  The Information Management team are currently looking at pursuing the ISO 27001 Certification for Information Security Management and are considering costs and requirements. Currently awaiting further feedback from other services.	Jackie Hinchliffe	OPEN
19 November 2015	Cllr Hebb	To circulate a weekly progress tracker regarding the Serco transition to identify whether key milestones were on or off track.	An update report for the Serco work was circulated to the Committee which completed on 1 December 2015. The project arrangements have now been concluded and no further reports will be circulated.	Matthew Essex	CLOSED
19 November 2015	Committee	To investigate whether an audit of training records could be undertaken by the internal audit team as a due diligence exercise and included on the annual audit work programme as appropriate.	Will submit the proposal to be considered for inclusion in the 2016/17 audit plan.	Jackie Hinchliffe / Wendy Allen	OPEN
19 November 2015	Committee	That officers undertake a benchmarking exercise to determine how Thurrock's investment in training compares with other similar sized unitary authorities. The results of any such exercise can be updated to Members in the form of a briefing note.	Options for conducting a meaningful benchmarking exercise to be researched with a view to conduct the benchmarking in April/May.	Jackie Hinchliffe / Wendy Allen	OPEN
19 November 2015	Committee	That officers form a working group with Members to identify innovate and	Group Leaders and Independent Members have been invited to put forward nominations to the Working Group.  Nominations have been received and Members will be contacted in the New Year to	Democratic Services	OPEN

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		accessible ways to enhance the Member Development and Training Programme.	arrange for a first meeting in order to progress this matter further.		
19 November 2015	Committee	That each Political Group nominate a “Training Advocate” to act as a lead liaison between Elected Members and Democratic Services in order to help identify which skills Members wish to develop and promote the training courses on offer.	Group Leaders have been invited to nominate a Training Advocate for their respective groups. Nominations have been received and Members will be contacted in the New Year.	Democratic Services	OPEN
7 January 2016	Committee	That Officers note the difference between a target and a stretched target in future performance reports.	This will be covered in the Qtr 3 Corporate Performance Report on the agenda of the next meeting	Sarah Welton	OPEN
7 January 2016	Committee	That Ofsted is given a gentle reminder to carry out various school inspections during the Spring Term	Carmel and Roger Edwardson met Andrew Cook, HMI, Regional Director, East of England before Christmas with a request to inspect a number of Thurrock Primary Schools who currently do not have an inspection grade. To date West Thurrock, and Somers Heath Primary Schools have been inspected this month. Children’s services are anticipating more schools to be inspected before the Easter break.	Carmel Littleton	OPEN

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7 January 2016	Committee	To deliver a graph that provides the share in the 54.5% of 19-21 year old care leavers in either education employment or training in Thurrock.	<p style="text-align: center;"><b>Recorded activity for Care Leavers (aged 19-21yrs) as at 31st January 2016</b></p>  <ul style="list-style-type: none"> <li>■ Full time higher education (i.e. studies beyond A level)</li> <li>■ Full time education other than higher education</li> <li>■ Full time training or employment</li> <li>■ Part time education other than higher education</li> <li>■ Part time training or employment</li> <li>■ Not in Education Employment or Training/ or awaiting data</li> <li>■ Awaiting data</li> </ul>	Carmel Littleton	OPEN
7 January 2016	Committee	To investigate the integration of data from the Fairness Commission Survey in relation to complaints regarding poor communication and lack of response.	When this question was originally raised, the Director of HR, OD and Transformation, acknowledged that the integration/cross referencing of complaints data with the residents survey could be looked into. With this in mind, at the point any residents survey is undertaken, an exercise will be undertaken to cross reference the outcome of survey data with complaints data	Jackie Hinchliffe	OPEN
7 January 2016	Committee	To investigate if three bins had been scheduled into the corporate planning policy.	The Planning policy doesn't specifically state a 3 bin requirement. However, the need to ensure appropriate refuse facilities in any new development is a Planning requirement and planning consult with the relevant department on Planning applications to ensure that reasonable facilities are provided. The Local Plan is currently being reviewing and putting together separate, but aligned, design guidance. As the finer details of these documents are worked up, Planning can look further into this matter.	Richard Parkin	OPEN
7 January 2016	Committee	The investigation of a waste collection scheme which would enable members of the public to return used bottles and items of waste in return for money.	Thurrock is currently doing a piece of work to look at all its waste disposal options and how recycling can be increased within the borough. We will actively add this item into this options appraisal and look at feasibility.	Richard Parkin	OPEN

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7 January 2016	Committee	The use of a RAG Status to be investigated to show how cost recoverable the fees were in the fees and charges report.	Significant work around fees and charges will be taking place over the coming months as part of the Council's drive towards financial self-sustainability. This will include an analysis of cost recovery and the results of this will be built into future reports on fees and charges.	Sean Clark	OPEN
2 February 2016	Committee	Officers to provide information as to what the targets were speculated to be in 2017/18 for the additional schemes for cabinet to approve these were: - Additional Funding - Invest to Save - Gloriana	The Committee agreed that this work would not be done for the 2016/17 budget proposals but would be completed for future budget considerations. As the Council builds up a more comprehensive capital programme, the impacts will become clearer to inform this action.	Sean Clark	OPEN