



Report of the Head of Scrutiny and Member Development

Scrutiny Board (Central & Corporate Functions)

Date: 6th July 2009

Subject: Recommendation Tracking

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

- 1.1 In 2007/08 a more formal system of recommendation tracking was introduced to ensure that scrutiny recommendations were more rigorously followed through.
- 1.2 As a result, Scrutiny Boards now receive a quarterly report on any recommendations from previous inquiries which have not yet been completed. This will allow the Board to monitor progress and identify completed recommendations; those progressing to plan; and those where there is either an obstacle or progress is not adequate. The Board will then be able to take further action as appropriate.
- 1.3 A standard set of criteria has been produced, to enable the Board to assess progress. These are presented in the form of a flow chart at Appendix 1. The questions should help to decide whether a recommendation has been completed, and if not whether further action is required. For each outstanding recommendation, a progress update is provided.
- 1.4 Attached as Appendix 2, 3 and 4 respectively are progress reports on three reports published by this Board in May 2009. These relate to Attendance Management, Procurement of Services and Member Development. The appropriate officers will be in attendance to answer any questions.
- 1.5 To assist members a draft status has been given for each recommendation. The Board is asked to confirm whether these assessments are appropriate, and to change them where they are not.

2.0 Recommendations

2.1 Members are asked to:

- Consider the progress on the recommendations identified in Appendix 2, 3 and 4
- Agree those recommendations which no longer require monitoring;
- Identify any recommendations where progress is unsatisfactory and determine the action the board wishes to take as a result.

Background Papers

Recommendation Tracking - Report to Overview and Scrutiny Committee – 4 December 2006