

**APPENDIX B**

**CORPORATE OVERVIEW AND SCRUTINY COMMITTEE - RECOMMENDATIONS MONITORING ACTION SHEET 2024-25**

<b>Date of Meeting</b>	<b>Agenda Item</b>	<b>Action</b>	<b>Responsibility</b>	<b>Outcome</b>	<b>Response</b>
25 July 2024	Revenue Budget Outturn 2023-24	The Committee <b>recommended</b> that in addition to achieving substantial savings in revenue spending, consideration needed to be given to new controls on, and reprioritisation of, capital spending and whilst there might be value in introducing a moratorium on new capital projects, it was important not to lose opportunities for grant funding, the opportunity to invest in school projects, or funding necessary works.	Chief Officer - Finance, Housing and Change/ CCMB.	<b>ACTIONED</b> – response and information circulated 22 November 2024.	Follow link <a href="#">here</a>
25 July 2024	Revenue Budget Outturn 2023-24	The Committee <b>recommended</b> that given the sizeable deficit for Homelessness, consideration be given to a need for a different approach, including a counterintuitive injection of capital, to bring the budget back on track.	Chief Officer - Finance, Housing and Change/ CCMB.	<b>ACTIONED</b> – response and information circulated 22 November 2024.	Follow link <a href="#">here</a>
25 July 2024	Revenue Budget Outturn 2023-24	Members expressed concern regarding whether the Five Point Action Plan was an adequate response to the current situation and <b>recommended</b> that an update on the actions for the five points to	Chief Officer - Finance, Housing and Change/ CCMB.	<b>ACTIONED</b> – response and information circulated 22 November 2024.	Follow link <a href="#">here</a>

**APPENDIX B**

Date of Meeting	Agenda Item	Action	Responsibility	Outcome	Response
		date be reported for scrutiny at a future meeting of COSC.			
25 July 2024	Revenue Budget Outturn 2023-24	<p>Members discussed that the budgetary situation required a careful evaluation of the reserves available to the Council and that whilst the Council had been prudent in building up reserves in the past, they are a finite resource in the current circumstances, and it was imperative to minimise the extent to which the Council is dependent on reserves to achieve a balanced budget this year.</p> <p>The Committee <b>requested</b> a breakdown of the current situation with the reserves from the Chief Officer - Finance, Housing and Change.</p>	Chief Officer - Finance, Housing and Change.	<b>ACTIONED</b> – response and information circulated 22 November 2024.	Follow link <a href="#">here</a>
25 July 2024	Revenue Budget Outturn 2023-24	<p>Members discussed that it was becoming more and more difficult to separate the revenue and capital budgets because there are pressures in both and a decision in one impacts the other.</p> <p>The Committee <b>requested</b> details of the current situation with capital</p>	Chief Officer - Finance, Housing and Change.	<b>ACTIONED</b> – response and information circulated 22 November 2024.	Follow link <a href="#">here</a>

**APPENDIX B**

<b>Date of Meeting</b>	<b>Agenda Item</b>	<b>Action</b>	<b>Responsibility</b>	<b>Outcome</b>	<b>Response</b>
		projects from the Chief Officer - Finance, Housing and Change, including those that are contractually committed and therefore not available to be reprioritised.			
25 July 2024	<b>Budget Monitoring 2024-25 - Quarter 1 Revenue Forecast</b>	Given the budget outturn for 2023-24 and the emerging revenue forecast for 2024-25 the Committee <b>recommended</b> that there needed to be an urgent evaluation of the robustness of the current budget-setting process.	Chief Officer - Finance, Housing and Change/ CCMB.	<b>ACTIONED</b> – response and information circulated 22 November 2024.	
25 July 2024	<b>Budget Monitoring 2024-25 - Quarter 1 Revenue Forecast</b>	Given the imperative to avoid having to issue a Section 114 notice in the future, the Committee <b>recommended</b> that consideration be given to the appointment of ‘internal commissioners’ to manage budgets in particular directorates.	Chief Officer - Finance, Housing and Change/ CCMB.	<b>ACTIONED</b> – response and information circulated 22 November 2024.	Follow link <a href="#">here</a>
25 July 2024	<b>Budget Monitoring 2024-25 - Quarter 1 Revenue Forecast</b>	The budget deficits in schools - 75% are in deficit and the total amount is just over £5 million – are a corporate risk for the Council. As school governors are volunteers, and given their substantial responsibilities, there needed an enhancement of the support	Cabinet Member for Education and Youth Services/ Corporate Director - Education, Early	<b>ACTIONED</b> – response and information circulated 22 November 2024.	Follow link <a href="#">here</a>

**APPENDIX B**

<b>Date of Meeting</b>	<b>Agenda Item</b>	<b>Action</b>	<b>Responsibility</b>	<b>Outcome</b>	<b>Response</b>
		<p>offered to them. As such, Members <b>recommended</b> the following:</p> <ul style="list-style-type: none"><li>a. There was an urgent need to explore the required skill set and training needs of school governors.</li><li>b. Whether ways could be found to enhance the support provided to school governors by utilising individuals who have had professional leadership roles in schools and therefore understand what can and cannot be done.</li><li>c. That consideration should be given to extending an invitation to school governors to observe and on occasion contribute to meetings of SOSC 1.</li><li>d. That the Corporate Director - Education, Early Years &amp; Young People should provide a briefing to school governors (like that provided to head teachers) to help them understand the wider</li></ul>	Years & Young People		

**APPENDIX B**

Date of Meeting	Agenda Item	Action	Responsibility	Outcome	Response
		context of their role in a difficult budgetary situation.			
25 July 2024	<b>Budget Monitoring 2024-25 - Quarter 1 Revenue Forecast</b>	Given the corporate risk associated with the budgetary situation in schools, the Committee <b>recommended</b> that there was an urgent need to consider the status of this issue as part of the Risk Register and whether the Regional Internal Audit Service (RIAS) should be requested to investigate it.	Cabinet Member for Education and Youth Services/ Chief Officer - Finance, Housing and Change/ Corporate Director – Education, Early Years and Young People	<b>ACTIONED</b> – response and information circulated 22 November 2024.	Follow link <a href="#">here</a>
25 July 2024	<b>Budget Monitoring 2024-25 - Quarter 1 Revenue Forecast</b>	Given the Council will receive at most a cash flat settlement (representing a 3% reduction in the revenue budget) from the Welsh Government this year, Members <b>recommended</b> that the Chair write to the Welsh Government to express their concerns about this and to request more information on their future approach to local government finance.	Chair/ Scrutiny	Being actioned	
25 July 2024	<b>Budget Monitoring 2024-25 -</b>	The Committee <b>requested</b> that case studies of the value of early intervention in adult and children’s	Deputy Leader and Cabinet Member for	<b>ACTIONED</b> – response and information	Follow link <a href="#">here</a>

**APPENDIX B**

Date of Meeting	Agenda Item	Action	Responsibility	Outcome	Response
	<b>Quarter 1 Revenue Forecast</b>	care be circulated to members of the Committee.	Social Services, Health and Wellbeing/ Corporate Director - Social Services and Wellbeing	circulated 22 November 2024.	
25 July 2024	<b>Budget Monitoring 2024-25 - Quarter 1 Revenue Forecast</b>	The Committee <b>requested</b> an all-member briefing on Part 9 of the Social Services and Well-being (Wales) Act 2014 that requires local authorities to make arrangements to promote co-operation with their relevant partners and others, in relation to adults with needs for care and support, carers and children	Corporate Director - Social Services and Wellbeing	<b>ACTIONED</b> – response and information circulated 22 November 2024.	Follow link <a href="#">here</a>
25 July 2024	<b>Quarter 4 Year-End Performance 2023-24</b>	The Committee <b>recommended</b> that in light of the serious budget situation, there was a need to consider as a matter of urgency the appropriate balance between achieving sustainable cost savings and performance.	Chief Officer - Finance, Housing and Change/ CCMB.	<b>ACTIONED</b> – response and information circulated 22 November 2024.	Follow link <a href="#">here</a>
25 July 2024	<b>Quarter 4 Year-End Performance 2023-24</b>	The Committee expressed that staff sickness, issues with recruitment and early retirement remained a risk for the Council,	Chief Executive/ CCMB.	<b>ACTIONED</b> – response and information	Follow link <a href="#">here</a>

**APPENDIX B**

Date of Meeting	Agenda Item	Action	Responsibility	Outcome	Response
		especially where lean staffing and sickness absence combine, and <b>recommended</b> that consideration be given to the combined impact of these in order to avoid leading to potentially serious service shortcomings.		circulated 22 November 2024.	
25 July 2024	<b>Quarter 4 Year-End Performance 2023-24</b>	The Committee <b>recommended</b> that there was a need to produce a positive narrative about performance where there is good news.	Chief Officer Legal and Regulatory Services, HR & Corporate Policy/ CCMB.	<b>ACTIONED</b> – response and information circulated 22 November 2024.	Follow link <a href="#">here</a>
25 July 2024	<b>Quarter 4 Year-End Performance 2023-24</b>	The Committee <b>recommended</b> that there was an urgent need for the Cabinet and Senior Officers to carry out a deliberate, ruthless and strategic exercise to identify the most important priorities – while eliminating or postponing less important ones.	Chief Officer - Finance, Housing and Change/ CCMB.	<b>ACTIONED</b> – response and information circulated 22 November 2024.	Follow link <a href="#">here</a>
25 July 2024	<b>Quarter 4 Year-End Performance 2023-24</b>	The Committee <b>recommended</b> that the number of well-being objectives, and the associated performance indicators, needed to be revised and that there was a need for a very limited list of priorities to guide decision-making.	Chief Officer Legal and Regulatory Services, HR & Corporate Policy/ CCMB.	<b>ACTIONED</b> – response and information circulated 22 November 2024.	Follow link <a href="#">here</a>

**APPENDIX B**

<b>Date of Meeting</b>	<b>Agenda Item</b>	<b>Action</b>	<b>Responsibility</b>	<b>Outcome</b>	<b>Response</b>
25 July 2024	<b>Self-Assessment 2023/24</b>	Given that there were a number of performance indicators within the first well-being objective, Protecting our Most Vulnerable, for which performance is unsatisfactory or not very good, the Committee <b>recommended</b> that they needed to be addressed as a key priority.	Chief Officer Legal and Regulatory Services, HR & Corporate Policy/ CCMB.	<b>ACTIONED</b> – response and information circulated 22 November 2024.	Follow link <a href="#">here</a>
25 July 2024	<b>Self-Assessment 2023/24</b>	The Committee <b>recommended</b> that given some of the PIs – in respect of homelessness, for example - came from the Welsh Government and were no longer fit for purpose due to legislative changes, that it would be appropriate for officers to approach the Welsh Government to consider if they could be revised, and the outcome should be shared with Members at a future meeting.	Chief Officer - Finance, Housing and Change.	<b>ACTIONED</b> – response and information circulated 22 November 2024.	Follow link <a href="#">here</a>
25 July 2024	<b>Self-Assessment 2023/24</b>	The Committee <b>recommended</b> that Cabinet Members be invited to the next meeting of the Committee on 9 September 2024, to provide an overview of their strategic approach and priorities for the coming year.	Scrutiny/ Cabinet.	Cabinet members attended COSC on 9 September 2024.	Actioned

**APPENDIX B**

Date of Meeting	Agenda Item	Action	Responsibility	Outcome	Response
9 September 2024	<b>Information Report - Corporate Plan Targets 2024/25</b>	<p>The Committee <b>recommended</b> that any changes to the Corporate Plan, Targets or Priorities after the draft Plan had been scrutinised, should be reported to the Committee for consideration.</p> <p>In addition, Members agreed to send any queries about the report to the Scrutiny team to take forward with Officers.</p>	<p>Chief Officer Legal and Regulatory Services, HR &amp; Corporate Policy</p> <p>Scrutiny</p>	<b>ACTIONED</b> – response and information circulated 9 December 2024.	Follow link <a href="#">here</a>
9 September 2024	<b>Director of Social Services Annual Report 2023/24</b>	The Committee <b>recommended</b> that all reports submitted to the Committee should include a strengthened and enhanced focus on the financial implications of service proposals and developments.	CCMB	<b>ACTIONED</b> – response and information circulated 9 December 2024.	Follow link <a href="#">here</a>
9 September 2024	<b>Director of Social Services Annual Report 2023/24</b>	A number of projects had been funded by the Shared Prosperity Fund and the Committee <b>requested</b> more detailed information, including the amount of funding that had been received and the potential impact on those areas within the social services part of the budget for pathways towards employment, education and training.	Deputy Leader and Cabinet Member for Social Services, Health and Wellbeing/ Corporate Director - Social Services and Wellbeing/ Corporate	<b>ACTIONED</b> – response and information circulated 9 December 2024.	Follow link <a href="#">here</a>

**APPENDIX B**

Date of Meeting	Agenda Item	Action	Responsibility	Outcome	Response
			Director - Communities		
9 September 2024	<b>Director of Social Services Annual Report 2023/24</b>	The Committee <b>requested</b> that the Community Resource Team Package of Care Delays (PoCD) report, to be considered by Subject Overview and Scrutiny Committee 2 on 23 September 2024, be circulated to Members of the Committee.	Corporate Director - Social Services and Wellbeing/ Scrutiny.	<b>ACTIONED</b> – response and information circulated 9 December 2024.	Follow link <a href="#">here</a>
9 September 2024	<b>Director of Social Services Annual Report 2023/24</b>	The Committee <b>requested</b> that the Recovery Plan considered by the Social Services Improvement Board be circulated to Members of the Committee.	Corporate Director - Social Services and Wellbeing/ Scrutiny.	Circulating for response.	
9 September 2024	<b>Director of Social Services Annual Report 2023/24</b>	Members discussed daytime opportunities for residents with learning disabilities and the prospect for using grants to support a new model for their delivery and the committee <b>requested</b> that the Review of Daytime Opportunities be reported to a future meeting of Subject Overview and Scrutiny Committee 2.	Corporate Director - Social Services and Wellbeing/ Scrutiny.	<b>ACTIONED</b> – response and information circulated 9 December 2024.	Follow link <a href="#">here</a>

**APPENDIX B**

<b>Date of Meeting</b>	<b>Agenda Item</b>	<b>Action</b>	<b>Responsibility</b>	<b>Outcome</b>	<b>Response</b>
9 September 2024	<b>Scrutiny Annual Report 2022/23 &amp; 2023/24</b>	The Committee <b>recommended</b> that where reports cover issues that cross service boundaries, consideration is given to communicating with all Scrutiny Members regarding this so that they have the opportunity to engage via their fellow members sitting on the Committee and/or observe the meeting.	Scrutiny	To be actioned by Scrutiny, in conjunction with Scrutiny Chairs.	Ongoing
9 September 2024	<b>Scrutiny Annual Report 2022/23 &amp; 2023/24</b>	The Committee <b>recommended</b> that the Annual Report should include comparative data on the number of call ins in previous years.	Scrutiny	Included in the Scrutiny Annual Report. Agreed at Council on 25 September 2024.	Actioned
9 September 2024	<b>Scrutiny Annual Report 2022/23 &amp; 2023/24</b>	The Committee <b>recommended</b> that consideration be given to ensuring that more external representatives are invited to attend scrutiny meetings.	Chairs/ Scrutiny	The Scrutiny Annual Report was strengthened to include as a priority Scrutiny Committees will continue to strive to increase the number of external Invitees to Scrutiny Committees for related reports as part of their forward work programmes.	Ongoing

**APPENDIX B**

<b>Date of Meeting</b>	<b>Agenda Item</b>	<b>Action</b>	<b>Responsibility</b>	<b>Outcome</b>	<b>Response</b>
9 September 2024	<b>Forward Work Programme Update</b>	The Committee <b>recommended</b> that consideration be given to the arrangements for the Scrutiny Committee meetings in January 2025 to consider the Medium-Term Financial Strategy 2025-26 - 2028-29, to ensure that Members are able to direct their questions to the appropriate Committee to contribute fully and avoid duplication.	Chairs / Scrutiny	To be actioned by Scrutiny, in conjunction with Scrutiny Chairs.	Ongoing
24 October 2024	<b>Budget Monitoring 2024-25 - Quarter 2 Revenue Forecast</b>	In addition to the usual winter challenges, the Committee expressed concern regarding the potential impact on social services, arising from the disruption at Princess of Wales Hospital while essential maintenance takes place. In particular, concern was expressed regarding pressures on the workforce including additional travelling time required and pressures relating to the decision making and payment of top up fees. The Committee therefore <b>recommended</b> that the situation needed to be carefully monitored and that a report be provided, as appropriate, to Corporate Overview	Chair / Officers / Scrutiny	Scrutiny to action with relevant Officers and Scrutiny Chair in work planning meetings.	

**APPENDIX B**

Date of Meeting	Agenda Item	Action	Responsibility	Outcome	Response
		and Scrutiny Committee or Subject Overview and Scrutiny Committee 2.			
24 October 2024	<b>Budget Monitoring 2024-25 - Quarter 2 Revenue Forecast</b>	The Committee expressed concern regarding the risk that next year, many schools could have deficit budgets of over 5% which require a deficit recovery plan, as schools' budgets are being based on this year's figures and not taking account of further indicative budget reduction proposals for 2025-26. The Committee therefore <b>recommended</b> that future reports relating to the budget include projected deficit figures for schools accordingly.	Chief Officer – Finance, Housing and Change / Corporate Director - Education, Early Years and Young People	Circulating for response.	
24 October 2024	<b>Budget Monitoring 2024-25 - Quarter 2 Revenue Forecast</b>	The Committee <b>recommended</b> that the next quarterly report include details of the actions taken by Cabinet and the Corporate Management Board, to find the full required savings in respect of non-essential recruitment and expenditure.	Corporate Management Board	Circulating for response.	
24 October 2024	<b>Budget Monitoring 2024-25 - Quarter 2</b>	The Committee <b>requested</b> additional information on how the Council compared with other local authorities in Wales in the delivery	Chief Officer – Finance, Housing and Change / Head	Circulating for response.	

**APPENDIX B**

Date of Meeting	Agenda Item	Action	Responsibility	Outcome	Response
	<b>Revenue Forecast</b>	of services, including temporary accommodation, for the homeless.	of Partnerships and Housing		
24 October 2024	<b>Budget Monitoring 2024-25 - Quarter 2 Revenue Forecast</b>	The Committee <b>requested</b> additional information on how many individuals and households are being housed in temporary accommodation by the Council.	Chief Officer – Finance, Housing and Change / Head of Partnerships and Housing	Circulating for response.	
24 October 2024	<b>Budget Monitoring 2024-25 - Quarter 2 Revenue Forecast</b>	The Committee <b>requested</b> additional information on the funding arrangements with, and the steps being undertaken to ensure fair contributions from, partner organisations, including the Health Board, for the provision of residential placements and the delivery of social care.	Corporate Director – Social Services and Wellbeing	Circulating for response.	
24 October 2024	<b>Forward Work Programme Update</b>	The Committee expressed concern regarding the significant projected overspend in learner support and additional learning needs and the costs of providing the related statutory home to school transport. The Committee <b>recommended</b> that the Subject Overview and Scrutiny Committee 1 request a report to explore whether alternative models of delivering	Chair / Officers / Scrutiny	Scrutiny to action with relevant Officers and Scrutiny Chair in work planning meeting.	

**APPENDIX B**

Date of Meeting	Agenda Item	Action	Responsibility	Outcome	Response
		these services could contribute to cost savings.			
24 October 2024	<b>Forward Work Programme Update</b>	The Committee <b>recommended</b> when considering the Housing and Homelessness Update report scheduled for 2 December 2024, Subject Overview and Scrutiny Committee 3 Members explore the models of support offered by other local authorities across Wales, consider whether Bridgend’s level of homelessness and approach is comparable, and how more emphasis could be placed on the prevention of homelessness.	Scrutiny / SOSC 3	Scrutiny actioned in briefings to Scrutiny Chair and Committee.	Actioned
16 December 2024	<b>Quarter 2 Performance 2024-25</b>	The Committee welcomed the commitment from the Chief Executive, Corporate Directors and Officers that the number and focus of Wellbeing Objectives would be reviewed and that there would be an exercise to determine the most important Performance Indicators/Commitments, those which should remain and whether any should be removed or amended. The Committee <b>recommended</b> that in order to provide measurable assurances, the narratives contained in the	CMB	Circulating for response.	

**APPENDIX B**

Date of Meeting	Agenda Item	Action	Responsibility	Outcome	Response
		dashboard should provide more detail, including, for example, any specific funding, progress on projects or initiatives.			
16 December 2024	<b>Quarter 2 Performance 2024-25</b>	The Committee <b>recommended</b> that for future in-year Performance Reports, an asterisk or some other marker be added to any Performance Indicator that is identified to be deleted after the annual meeting of full Council.	Corporate Policy and Performance Manager / Corporate Performance Manager	Circulating for response.	
16 December 2024	<b>Quarter 2 Performance 2024-25</b>	The Committee <b>recommended</b> that consideration should be given to the timeliness of scheduling future Performance Report, highlighting that the Committee was being asked to consider the Authority's Quarter 2 Performance almost at the end of Quarter 3.	Corporate Policy and Performance Manager / Corporate Performance Manager	Circulating for response.	
16 December 2024	<b>Quarter 2 Performance 2024-25</b>	The Committee <b>recommended</b> that following the appointment of a new Chief Executive, their view of how they envisage future Performance reporting, be sought.	CMB	Circulating for response.	
16 December 2024	<b>Quarter 2 Performance 2024-25</b>	The Committee considered that the performance of Disabled Facilities Grants (DFG) represented a corporate risk and <b>recommended</b>	Corporate Policy and Performance Manager / Head	Circulating for response.	

**APPENDIX B**

Date of Meeting	Agenda Item	Action	Responsibility	Outcome	Response
		<p>the following for future reporting of DFGs:</p> <ul style="list-style-type: none"> <li>a) The reporting target show data attributed to legacy cases and data attributed to new applications separately, as well as showing the amalgamated data already contained in performance reports.</li> <li>b) That the target of 210 days be revisited and consideration given to a less aspirational and more achievable and measurable on a quarterly basis.</li> </ul>	of Partnership Services		
16 December 2024	<b>Quarter 2 Performance 2024-25</b>	The Committee <b>recommended</b> that meetings be convened between local Members and specialist Officers, on a 6 or 12 monthly basis, to discuss, understand and feed into major projects and strategies relevant to the area/ward that they represent.	Corporate Director - Communities	Circulating for response.	
16 December 2024	<b>Quarter 2 Performance 2024-25</b>	The Committee <b>recommended</b> that the recommendations from Practice Reviews (now known as Single Unified Safeguarding Reviews) undertaken by Cwm Taf Morgannwg Safeguarding Board	Corporate Director – Social Services and Wellbeing / Corporate Policy and	Circulating for response.	

**APPENDIX B**

<b>Date of Meeting</b>	<b>Agenda Item</b>	<b>Action</b>	<b>Responsibility</b>	<b>Outcome</b>	<b>Response</b>
		be included on the Regulatory Tracker which is reported to Governance and Audit Committee for monitoring.	Performance Manager		
16 December 2024	<b>Quarter 2 Performance 2024-25</b>	In relation to the retendering exercise being undertaken for the redevelopment of Porthcawl Pavilion, the Committee requested a response from the Corporate Director for Communities and the Cabinet Member for Regeneration, Economic Development and Housing in relation to the following: a) whether the reasons for the unsuccessful first contract have been properly analysed and lessons learned; b) whether the retendering exercise is ongoing and, if so, when is it anticipated it will be complete; and c) whether they are confident that the situation will not arise again.	Corporate Director - Communities	Circulating for response.	
16 December 2024	<b>Quarter 2 Performance 2024-25</b>	The Committee requested an information report detailing the uptake of Flying Start support, the progress of the rollout of the programme to other areas	Corporate Director – Education, Early Years and Young People	Circulating for response.	

**APPENDIX B**

Date of Meeting	Agenda Item	Action	Responsibility	Outcome	Response
		including detail of why they have been chosen and an update on the current and new settings.			
16 December 2024	<b>Forward Work Programme Update</b>	The Committee discussed the Council's response to the recent storm, Darragh, expressing concern about the increasing pattern of storms hitting the UK and <b>recommended</b> that the Subject Overview and Scrutiny Committee 3 request a report to explore the Council's preparedness to respond to storms and adverse weather, preventative measures against foreseeable damage and the impact of adverse weather and any fallout (e.g. loss of power) on vulnerable residents The Committee <b>recommended</b> that the report should have invitees from Communities and Social Services.	Scrutiny / SOSC 3	Scrutiny to action in Forward Work Planning meeting with Scrutiny Chair and Corporate Director.	
16 December 2024	<b>Forward Work Programme Update</b>	The Committee expressed grave concerns regarding the performance of Disabled Facilities Grants and considered that it represented a significant corporate risk to the Council. The Committee therefore <b>recommended</b> that Disabled Facilities Grants be	Scrutiny / Scrutiny Chairs	Scrutiny to action in Scrutiny Chairs meeting.	

**APPENDIX B**

<b>Date of Meeting</b>	<b>Agenda Item</b>	<b>Action</b>	<b>Responsibility</b>	<b>Outcome</b>	<b>Response</b>
		added to the Committee's Forward Work Programme as soon as possible. The Committee agreed that the scheduling of the Item would be discussed between Scrutiny Chairs with Scrutiny Officers.			