

**Action and Recommendation Tracker
People Overview and Scrutiny Committee**

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The action and recommendation tracker enables the Committee to monitor progress against agreed actions and recommendations. The tracker is updated with the actions and recommendations agreed at each meeting. Once an action or recommendation has been completed or fully implemented, it will be shaded green and reported into the next meeting of the Committee, after which it will be removed from the tracker.

KEY	No progress reported	In progress	Complete
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Recommendations

Meeting date	Item	Recommendation	Responsible person	Completion date	Last reviewed	Update/response
16/6/22	VCS Strategy	That the Council undertakes specific additional consultation with smaller voluntary sector groups to ensure its proposals support their needs also.	Claire Taylor and Cllr Lygo		04/01/2023	Response provided by Cabinet (Accepted). In Progress. A range of VCS groups were consulted with as part of the process for formulating the strategy, including through workshops, the steering group, and consultation on Let's Talk Oxfordshire. The

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						Council plans to continue to regularly engage and consult with the voluntary and community sector over the next 5 years, as the strategy's commitments are implemented. The Council will reach out to a range of groups as part of this, including the groups the committee felt were less represented during the previous stages
16/6/22	VCS Strategy	That the Council uses the forthcoming work by the consultation and engagement team to seek informed views on children and young people on the draft voluntary sector strategy.	Claire Taylor and Cllr Lygo			Response provided by Cabinet (Accepted). Not yet started. The Council plans to engage with children and young people on the local voluntary and community sector as part of the consultation and engagement team's ongoing work to provide opportunities for children and young people to have their say on key issues.

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16/6/22	VCS Strategy	That the Council assures itself that the draft strategy does not deprioritise the needs of younger people over older people.	Claire Taylor and Cllr Lygo	Completed. This was accepted in Cabinet's response to Scrutiny's recommendation. Before the strategy was agreed by Cabinet, the Council sought to ensure that the wording was reflective to cover all service areas equally.
16/6/22	VCS Strategy	That the Council investigates the reasons behind the difference in spending on commissioned services for adults and young people and investigates whether the difference in approach means opportunities for better services or value for money are being missed.	Claire Taylor and Cllr Lygo	In Progress. This recommendation was only partially accepted, as funding from contracts and grants was outside the scope of the strategy. Work is underway outside of the strategy to consider the Council's spending across the voluntary and community sector.
16/6/22	VCS Strategy	That the Council amends its draft strategy to prevent the impression being given that the needs of children and young people are of	Claire Taylor and Cllr Lygo	Completed. This was accepted in Cabinet's response to Scrutiny's recommendation. Before the strategy was agreed by Cabinet, the wording of the

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		lesser priority than older people.				strategy was reviewed to ensure more inclusive language and the removal of any inadvertent perceived prioritisation of service areas or demographic groups.
16/6/22	Digital Inclusion Strategy	That the Council approaches Oxfordshire Association for Local Councils to investigate the appetite amongst parish, town, district and city councils on digital inclusion, particularly in relation to access to broadband, online safety and app development.	Claire Taylor and Cllr Phillips			Response provided by Cabinet (Accepted). In Progress. Following the recommendation there was further wording added to the strategy to reinforce the importance of parish, town, district, and city councils. A Digital Inclusion Action Plan is currently in development, following the service planning process. Engagement with the Oxfordshire Association for Local Councils (OALC) will be added as an action for the Policy Team. The Council have already engaged with OALC on the

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						Digital Inclusion work, having been invited to the Digital Inclusion Summit in June, and we will continue to work with them on the development of the digital inclusion charter.
16/6/22	Digital Inclusion Strategy	That the Council consults directly with businesses, particularly smaller ones, on the barriers they face to ensuring the benefits of the internet are available to them and develops actions to support any new issues identified within the Digital Inclusion Action Plan.	Claire Taylor and Cllr Phillips			Response provided by Cabinet (Accepted) In Progress. Following the recommendation there was further wording added to the strategy to include reference to smaller businesses and the challenges that they face. A Digital Inclusion Action Plan is currently in development, following the service planning process. The development of a Digital Inclusion Charter is included in the action plan, which will see the Council engaging directly with businesses to encourage sign-up. An action regarding consultation with businesses

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						will be added for the Policy Team into the action plan.
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Actions

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16/6/22	Digital Inclusion	That a review of the Digital Inclusion Action Plan be included for the Committee's first meeting in the 23/24 municipal year	Tom Hudson/Claire Taylor	June 23		Agreed with Cllr Phillips and Claire Taylor that this is now scheduled. Clarification on the scope nearer the time.
16/6/22	Home to School Transport	That any draft report and recommendations should be agreed by the Scrutiny Officer, the Chair and Deputy Chair of People OSC, and the Chair of the working group.	Marco Dias			Report is ongoing
16/6/22	Developing the Scrutiny Function	Committee to review and feed back on proposed protocols by e mail	Tom Hudson and Committee			Performance OSC will be looking at issues which may require further changes in its Democratic Processes

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						Working Group. As such, this is delayed until Feb 23.
10/11/22	Children's & Adult's Social Care Workforce	Director for Children's Services and the Interim Corporate Director of Adult Social Care provide data on the relative cost of losing internal workforce staff to agencies. This is to include the in-house hourly rate in comparison to the agency hourly rate.	Kevin Gordon and Karen Fuller			Details requested 09/12/2022
10/11/22	Children's & Adult's Social Care Workforce	Director for Children's Services and the Interim Corporate Director of Adult Social Care to arrange opportunities for shadowing colleagues in Adult's and Children's Social Care with a view to better understand those areas of the Council's work.	Kevin Gordon and Karen Fuller			Requested 14/12/2022. Currently organising timetable with a view to have sessions in late January and February.
10/11/22	Co-Optee Recruitment Update	The Principal Overview and Scrutiny Officer would raise with the Monitoring Officer whether there was	Tom Hudson			Anglican and Catholic Co-Optees have been confirmed.

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		<p>any scope to amend the position so that parent governors that were not representing maintained schools would be able to sit as co-optees.</p>			<p>Legal have confirmed that the Council has to follow election procedures as set out in legislation for parent governor co-optees (i.e. they cannot be appointed directly). However, this does not preclude the Committee from appointing other co-optees at its discretion.</p>
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