

Action and Recommendation Tracker Place Overview & 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

Meeting date	ltem	Action/recommendation	Responsible person	Completion date	Last reviewed	Update/response

KEV	No progress reported		Complete
NE I	No progress reported	In progress	Complete