

Action and Recommendation Tracker Performance & Corporate Services 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 repor	ted	In progress		Complete	
Meeting date	Item Action/recommendation		Responsible person		Completion date	Last reviewed	Update/response

KEY No progress reported In progress Complete