

Overview and Scrutiny Committee - Outstanding Actions and questions

Action to be carried out	Responsibility	Committee Date	Deadline	Comments/officer	
Outstanding actions and questions					
OA 7	(HSC 3 – Health Scrutiny Committee Update) The Committee and Scrutiny Officer to check the County’s Health Scrutiny Committee’s work programme for scrutiny of mental health services.	Committee and Scrutiny Officer			Email sent to Overview and Scrutiny Committee providing details of the Hertfordshire County Council Scrutiny Committee’s work programme and a link to the Hertfordshire Partnership University NHS Foundation Trust.
Performance Report					
PI 37	The Scrutiny Committee to review some of the performance data in more depth	Partnerships and Performance Section Head (in consultation with the Chair)	28 November 2013	Ongoing	To be included in future agendas.
PI 38	Officers to be asked to produce a report for the next meeting on homelessness and how they are trying to mitigate any potential risk.	Committee and Scrutiny Officer	22/01/14	March 2014	Included on this agenda
Housing Benefit update					
HB 5	Further update to be presented to Overview and Scrutiny Committee at its March meeting.	Interim Head of Revenues and Benefits / Shared Director of Finance	28 November 2013	March 2014	Included on this agenda.

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Affordable Housing Review					
AHR 8	Recommendation 2 – piecemeal developments and Section 106 obligations – to be further reviewed in two year’s time	Committee and Scrutiny Officer	21 November 2012	November 2014	Added to rolling work programme
Previous Reviews Updates					
PR 9	<u>Voluntary and Commissioning Sector Commissioning Framework</u> A further review of the Small Grants Fund to be carried out in one year.	Commissioning Manager	25 July 2013	July 2014	Added to rolling work programme
PR 11	<u>Watford Community Housing Trust</u> All Councillors to be provided with an electronic copy of “Gateway News”	Chief Executive – Watford Community Housing Trust	22 January 2014	March 2014	Councillors included on relevant email list and will receive e-version from March edition.
PR 12	<u>Watford Community Housing Trust</u> Chief Executive to ensure that information is available to residents explaining the process of how they can raise questions about the accuracy of their bills	Chief Executive – Watford Community Housing Trust	22 January 2014	March 2014	Letters to be sent out to residents by beginning of March re charges and how they can raise questions about the accuracy of bills.

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PR 13	<u>Watford Community Housing Trust</u> The Chief Executive to ensure Councillors are provided with information about the call-back procedure	Chief Executive – Watford Community Housing Trust	22 January 2014	February 2014	Information provided to residents in Winter 2013 edition of Gateway News (copy of article attached as Appendix 1).
PR 14	<u>Watford Community Housing Trust</u> The freephone number to be added to the Home page of the Trust's website.	Chief Executive – Watford Community Housing Trust	22 January 2014	January 2014	Completed.
PR 15	<u>Watford Community Housing Trust</u> Councillors to receive a copy of the revised service charge schedule	Chief Executive – Watford Community Housing Trust	22 January 2014	March 2014	Councillors to receive information on rent and service charges at a similar time to tenants and leaseholders.
PR 16	<u>Watford Community Housing Trust</u> A Councillors' briefing to be arranged.	Chief Executive – Watford Community Housing Trust	22 January 2014	September 2014	Dates provisionally arranged – Thursday 10 th July and Wednesday 3 rd September.
PR 17	<u>Watford Community Housing Trust</u> All Councillors to be provided with a copy of "Everyone Matters"	Chief Executive – Watford Community Housing Trust / Committee and Scrutiny Officer	22 January 2014		Completed, Councillors provided with the link to Everyone Matters on the Housing Trust's website.

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PR 18	<u>Watford Community Housing Trust</u> All Councillors to be sent an electronic copy of "Positive Impact"	Chief Executive – Watford Community Housing Trust	22 January 2014	February 2014	The document was emailed to all Councillors on 23 January 2014
PR 19	<u>Watford Community Housing Trust</u> The Chief Executive to be invited to the Scrutiny Committee's September meeting.	Committee and Scrutiny Officer	22 January 2014	July 2014	The Chief Executive has advised that, due to other commitments, Housing Trust representatives are unable to attend the September meeting and it has been agreed that representatives will attend the November meeting instead. Added to the rolling work programme.
HCC Health Scrutiny Committee					
HSC 3	A written update to be provided	Councillor Martins	28 November 2013	January 2014	To be completed.
Budget Panel					
BP 3	The Committee and Scrutiny Officer to remind all Chairs of Scrutiny Panels and Task Groups to provide a written update to the Scrutiny Committee.	Committee and Scrutiny Officer	22 January 2014	March 2014	An email was sent to the Chairs on 2 February reminding them. A further email was sent on 26 February advising them of the date of the next meeting.