

Actions arising from OSC

Meeting Date and Agenda Item No	Report Title and Action	Responsible Officer/Member	Status Completed (date) or Pending
4 June 2013			
Item 8.3	<i>Use of RIPA</i> Report outcome of independent inspection on use of RIPA powers to OSC	David Galpin (Legal)	Completed– Reported to OSC on 5 November 2013”
Item 8.4	<i>OSC Work programme</i> Clerk to canvass member availability for development session	Angus Taylor (DS) Daisy Beserve (CSE)	Completed – Development Session, July 2013
2 July 2013			
Item 6.1	<i>Removing Barriers to Youth Employment</i> SH Corporate Strategy, & Equality (SHCSE) to amend the draft report before submission to Cabinet	Louise Russell/ Daisy Beserve/Vicky Allen (CSE)	Completed 31 July 2013 (submitted to Cabinet)
Item 6.2	<i>Improving Post 16 Educational Attainment</i> SHCSE to amend the draft report before submission to Cabinet	Louise Russell/ Daisy Beserve/Vicky Allen (CSE)	Completed 31 July 2013 (submitted to Cabinet)
Item 6.3	<i>Mental Health & Housing Challenge Session Report</i> SHCSE to amend the draft report before submission to Cabinet	Louise Russell/ Daisy Beserve/Vicky Allen (CSE)	Completed 31 July 2013 (submitted to Cabinet)

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Item 6.4	<i>Strategic Performance Corporate Revenue & Capital Budget Monitoring 2012/13– Draft Outturn</i> Numerical data on JSA claimant Rate and proportion in child poverty / poverty indicators to be circ to OSC members	Louise Russell (CSE)	Status TBD
	Explanation of variance in communications budget (2012-13) to be circulated to OSC in writing	Louise Russell (CSE)	Completed - email 12 July (CDR)
	Cllr A Choudhury to provide a timescale and action plan on the development and implementation of Mayors Employment Enterprise Board	Cllr A Choudhury / Andy Scott (D&R) / Daniel Fordham	Pending – OSC written to 18 th July to advise that the establishment of the Board had been postponed until after April 2014
Item 6.5	<i>OSC Work programme</i> Finalise work programme and present to OSC meeting on 23 July 2013	Daisy Beserve (CSE)	Completed 23 July 2013 (OSC meeting)
23 July 2013			
Item 3	<i>Matters Arising</i> Mayor Rahman to be invited to attend September Scrutiny Spotlight	Angus Taylor (DS)	Completed 10 September 2013 (OSC meeting)
	Information pertaining to Communications budget (2/7 OSC) to be circ to Cllr Snowdon	Chris Holme (Res) / Angus Taylor (DS)	Completed – email 29 July (AT)

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Item 6.1	<p><i>Call-in Mayors Decision 034 “Community Chest and Events Fund 2012-14”</i> Call-in referral to Mayor</p> <p>Written details of organisations qualifying for grant under clause “projects worth supporting in view of the perceived community benefits”</p>	<p>Alan Ingram/ Angus Taylor (DS)</p> <p>Dave Clark (D&R)/ Martin Ebbs (D&R)/ Alan Ingram (DS)</p>	<p>Completed 29 July (AT)</p> <p>Completed – emailed to Cllr Saunders 29 July (AT)</p>
Item 7.1	<p><i>Cumulative Impact Policy –Brick Lane</i> Advice/comments of OSC on the policy be presented at Cabinet on 31 July 2013</p>	<p>Cllr Uz-Zaman/ Alan Ingram (DS)</p>	<p>Completed 31 July 2013</p>
Item 7.2	<p><i>OSC Work Programme</i> Approved and continually updated</p>	<p>Mark Cairns (CSE)/ Angus Taylor(DS)</p>	<p>Ongoing – copy of work programme held by Dem Svs</p>
10 September 2013			
Item 3	<p><i>Matters Arising</i> Mayor Rahman to be invited to attend October Scrutiny Spotlight</p> <p>Information on Mayor’s diary commitments on future OSC dates to be requested</p>	<p>Angus Taylor (DS)</p> <p>Cllr Uz-Zaman / Angus Taylor (DS)</p>	<p>Completed</p> <p>Completed – written request made</p>

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Items 5. and 8.1	<p><i>Community Safety Spotlight / Community Safety Partnership Plan 2013-16</i> Information on funding of Police Officers in the Borough (MP & Council)</p> <p>Ref “Dealer a Day” initiative – performance breakdown of arrests, convictions and re-offending requested</p> <p>Sky Line planning application – written answer to be provided</p> <p>Advice/comments of OSC on Community Safety Plan to be presented to Mayor at Cabinet on 11 September 2013</p>	<p>Andy Bamber (SHSC)</p> <p>Andy Bamber (SHSC)</p> <p>Andy Bamber (SHSC)</p> <p>Cllr Uz-Zaman / Angus Taylor (DS)</p>	<p>Status TBD</p> <p>Status TBD</p> <p>Status TBD</p> <p>Completed 11 September 2013</p>
Item 8.2	<p><i>Licensing Policy Review</i> Advice/comments of OSC on the Statement of Licensing Policy and ‘No Casino’ resolution to be presented to Mayor at Cabinet on 11 September 2013</p>	<p>Cllr Uz-Zaman / Angus Taylor (DS)</p>	<p>Completed 11 September 2013</p>
Item 8.3	<p><i>Strategic Performance, Corporate Revenue & Capital Budget Monitoring Quarter 1 2013/14</i> Breakdown of all Council sale of assets, and capital receipts accruing to be to be provided for reporting period and</p>	<p>Paul Thorogood (Resources)</p>	<p>Completed – emailed 14 October (AT)</p>

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	Same breakdown to be reported in future quarterly reports	Paul Thorogood (Resources)	Completed / ongoing
Item 11	AOB Chair requested microphones fit for purpose to be provided for the meeting	Jean Waterson (FM.)	Completed (provided at subsequent OSCs)
1 October 2013			
Item 1	Apologies Non delivery of refreshment	Angus Taylor (DS)	Completed – FM apologies circulated 7 October (AT)
Item 3	Matters Arising Mayor Rahman to be invited to attend November Scrutiny Spotlight Mayor’s diary sheets on future OSC dates to be requested	Angus Taylor (DS) Cllr Uz-Zaman / Angus Taylor (DS)	Completed 5 November 2013 Completed – requested in writing
Item 5	Education, Social Care and Wellbeing Spotlight H&WB agenda to be supplied to Chair of HSP Details of what consideration Mayor has given to using assets for early years	CSE - Health Cllr Asad / Robert McCulloch-Graham	Completed – Cllr Saunders added to H&WBB distrib. Status - response from ESCW awaited shortly

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	provision rather than sale to generate income Powerpoint on Early years provision to be circulated to OSC members	(CDESCW) - Sarah Steer Ann Canning (ESCWB) / Angus Taylor (DS)	Completed – email 9 October (AT)
Item 8.1	<i>Electoral Matters – Update</i> Local protocol language to be reviewed Further comprehensive report req, on arrangements to ensure the integrity of electoral registration and the 2014 elections	John Williams (DS) Louise Stamp / John Williams (DS)	Completed – draft protocol revised and presented to Jan 2014 meeting Completed - Electoral Registration and 2014 Election Arrangements report presented at OSC January 2014
Item 10	<i>Pre-Decision Scrutiny of Cabinet Papers</i> CIL – Revised draft charging schedule. Briefing note req to all OSC ref the nature of CIL and the anticipated reduction of S106 funds	Owen Whalley (Planning & Bld Ctrl)	Completed – email 16 October (AT)
Item 11	<i>AOB</i> Referrals from Council: 1. Watts Grove – item added to OSC workprogramme for 5 th November meeting 2. Mayors Car – Item added to OSC workprogramme for 5 th November meeting	Angus Taylor (DS) Angus Taylor (DS)	Completed - initial consideration at 5 November OSC Completed - initial consideration deferred by Chair to 3 December OSC

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	Fairness Commission – OSC consideration deferred to after Mayor’s decision on Commission’s recommendations	Louise Russell (CSE) - Sarah Barr	Cabinet report to be prepared for a date TBD
5 November 2013			
Item 3	<p><i>Matters Arising</i> Mayor Rahman to be invited to attend December Scrutiny Spotlight</p> <p>FOI request for Mayor’s diary sheets on future OSC dates</p>	<p>Angus Taylor</p> <p>Cllr Uz-Zaman / Angus Taylor (DS)</p>	<p>Completed 3 December 2013</p> <p>Response to FOI finalised.</p>
Item 5.1	<p><i>Call-In Community Chest and Events Fund Round 3</i> Call-in referral to Mayor</p> <p>Maps indicating location of successful funding applications to be provided to OSC</p> <p>Officer advice/recommendations where Mayoral decision to award grant opposed advice to be provided to OSC. Also Mayor to provide rationale in such cases</p> <p>Report to OSC on overall impact of the Community Chest and Community Events Grants programme including related criteria and monitoring mechanisms</p>	<p>Angus Taylor (DS)</p> <p>Dave Clark (D&R)</p> <p>Dave Clark (D&R)</p> <p>Dave Clark (D&R)</p>	<p>Completed 12 November 2013</p> <p>Completed and reported to meeting on 4 February 2014</p> <p>Status TBD</p> <p>Completed and reported to meeting on 4 February 2014</p>

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Item 6	<p><i>Scrutiny Spotlight Development & Renewal</i></p> <p>Scrutiny Lead site visit to call centre to be facilitated</p> <p>Further report to OSC requested on the TV adverts promoting the DH programme and related issues raised by OSC</p>	<p>Rabina Khan / Jackie Odunoye (D&R)</p> <p>Jackie Odunoye/ Alison Thomas (D&R)</p>	<p>Status TBD</p> <p>Response received Feb 2014 – no TV adverts commissioned by THH.</p>
Item 8.1	<p><i>Reference from Council: Watts Grove Depot Project (unrestricted)</i></p> <p>Briefing Note to be circulated to all OSC members clarifying the rationale for the 35 lease element of the proposal and right to buy implications</p> <p>Ward Members and Cabinet Member Cllr Rabina Khan to undertake ward visit at Bromley by Bow to convey to constituents the rationale for scrapping the Watts Grove Depot scheme</p>	<p>Ann Sutcliffe (D&R)</p> <p>Cllr Rabina Khan</p>	<p>3 December OSC – oral response given in Officer introduction</p> <p>Completed by Cllr Rabina Khan – November 2013</p>
Item 8.2	<p><i>Covert investigation under RIPA</i></p> <p>Information on MP RIPA activity to requested</p>	<p>David Galpin (Legal)</p>	<p>Status TBD</p>
Item 8.3	<p><i>Complaints and Information Governance Annual Report</i></p> <p>Statistical significance of stage 1 complaints on bulk waste collection to be re-examined</p>	<p>David Galpin (Legal) / Ruth Dowden</p>	<p>Completed 14 February – response emailed to OSC members</p>

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Item 9	Verbal Updates from Scrutiny Leads Cllr Eaton to provide Chair with outline of proposed OSC budget scrutiny process	Cllr Eaton/Fran Jones (CSE)	Completed - incorporated into budget presentation at 3 December OSC
Item 11	AOB – Executive Mayor’s Car Matter to be deferred to December or January OSC meeting	Angus Taylor (DS)	Initial consideration at 3 December OSC. Item deferred to OSC meeting 20 January 2014
Item 15.1	Reference from Council: Watts Grove Depot Project (Exempt) Further consideration deferred to December OSC meeting Unrestricted/exempt content of report to be reviewed and transparency for December OSC Arrangements to access papers in advance December OSC to be agreed by Legal Svs/ Chair Additional information requested	Ann Sutcliffe (D&R) / Angus Taylor (DS) David Galpin (Legal) Cllr Uz-Zaman / David Galpin (Legal) Dem Svs to advise	Completed – consideration at 3 December OSC Completed – 3 December OSC Completed – 3 December OSC OSC has seen all the information that could be provided.
3 December 2013			
Item 1	Apologies Cabinet Members to be requested to diarise all future OSC’s as a formal invitation form OSC to attend	Cllr Uz-Zaman / Angus Taylor (DS)	Status – on going Pending

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Item 3	<p><i>Matters Arising</i> Mayor Rahman to be invited to attend January Scrutiny Spotlight</p> <p>Response to FOI request for Mayor's diary sheets on future OSC dates to be pursued</p>	<p>Angus Taylor</p> <p>Cllr Uz-Zaman / Angus Taylor (DS)</p>	<p>Completed</p> <p>Response completed.</p>
Item 7.1	<p><i>Reference from Council: Watts Grove Depot Project (unrestricted)</i> OSC Chair to prepare a draft to Council for agreement by OSC including recommendations</p>	<p>Cllr Uz-Zaman / Angus Taylor (DS) / Mark Cairns (CSE)</p>	<p>Completed – item on January OSC agenda</p>
Item 7.2	<p><i>Reference from Council: Executive Mayor's Car</i> Original options appraisal to be circulated to OSC members</p> <p>Confirmation of whether Mayor' car is fitted with tracking tech and if so information to be provided to OSC</p> <p>Diary sheets of Mayoral driver to be provided OSC</p> <p>Details of Mayors past diary commitments to be provided</p>	<p>Paul Thorogood / Chris Holme (Resources)</p> <p>Paul Thorogood / Chris Holme (Resources)</p> <p>Paul Thorogood / Chris Holme (Resources)</p> <p>Cllr Uz-Zaman / (DS)</p>	<p>Info tabled at OSC meeting 7 January 2014</p> <p>Info provided January 2014 – the car is not fitted with a tracking device</p> <p>Completed</p> <p>Pursued with Dem Svs January 2014 – matter referred back to OSC Chair.</p>

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	Copy of any policy documents giving details of authorised usage of Mayors Car	Paul Thorogood / Chris Holme	“Policy for Driving at Work “ tabled at OSC 7 January 2014
Item 7.3	Budget Update Budget report to January OSC to include a table of savings and identify those not met	Chris Holme (resources)	Completed
Item 10	AOB Electoral Registration and Arrangements: Report requested at October OSC – to be placed on January OSC agenda Deferred and Outstanding Matters Report To be included as standing item in future agenda	John Williams / Angus Taylor (DS) Angus Taylor (DS)	Completed - Agenda item on January OSC agenda Officer comments being sought on action status – to be submitted Feb OSC
7th January 2014			
Item 3	Matters Arising Mayor Rahman to be invited to attend February Scrutiny Spotlight Response to FOI request for Mayor’s diary sheets on future OSC dates to be pursued	John Williams/ Matthew Mannion Cllr Uz-Zaman / Louise Fleming (DS)	Completed letter sent January (DS) Completed - FOI Response sent January.
Item 5.1	Call-in Community Chest Additional information had previously been requested, and was requested again from officers on	Dave Clark (D&R)	Info to be provided by D&R 20 January 2014 Following are agreed:

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	<ul style="list-style-type: none"> ○ Information previously requested on the Third Sector organisations which had contacted the Council and had been advised that there was no funding available. ○ A Map of funding within the Borough ○ Criteria for grant assessment ○ Officer recommendations on grants received. ○ All remaining minutes and reports of Grants Board meetings since the MSG round was concluded which had not been previously circulated to Members of the Committee ○ Clarification of the purdah rules in relation to Council funded events ○ A summary of the outputs of all Council grants for the last two years <p>There would be a report on the general issue of Grants to the next meeting of the Committee.</p>	John Williams (DS)	<ul style="list-style-type: none"> • format of map • summary of outputs schedule • structure of report <p>Completed – formed part of report to OSC 4 February 2014</p> <p>Completed – circulated by email 13 January and hard copies sent to Members 5 February 2014</p> <p>Completed – information circulated January 2014. Completed – formed part of report to OSC 4 February 2014</p> <p>Completed – Item published in February OSC agenda.</p>
Item 6	<p><i>Scrutiny Spotlight - Mayor's Priorities</i></p> <p>Cllr Snowdon requested further information from Head of Legal Svcs than given at the meeting regarding requirement of attendance by the Mayor and Cabinet members at O&S when requested by the Committee.</p>	David Galpin (Legal)	Pending

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Item 7.1	<p>Mayor's Car The report be deferred to the next OSC meeting on 20th January 2014</p> <p>Clarification from Legal officers on the provision in the Council's Constitution for enforcing attendance by the Mayor and Cabinet members at O&S when requested by the committee</p>	<p>Chris Holme (Resources) / Louise Fleming (DS)</p> <p>David Galpin (Legal) / Graham White</p>	<p>Completed - Item added to OSC agenda 20 January 2014</p> <p>Pending</p>
Item 7.2	<p>Watts Grove A report be included in the agenda for the next OSC meeting on 20th January 2014, including those comments made by OSC.</p> <p>Legal advice be sought on whether a draft report could also be included in the agenda papers for the next meeting of the Council on 22nd January 2014</p>	<p>Cllr Uz-Zaman / David Galpin (Legal) / Mark Cairns (CSE)</p>	<p>Item added to OSC agenda 20 January 2014</p> <p>The draft report to OSC on 20 January has been reported up to the Council meeting on 22 January. Any changes coming out of the 20 January meeting will also be reported up.</p>
Item 7.3	<p>Elections 2014 Update</p> <ul style="list-style-type: none"> • Communications strategy - the Council should ensure the message gets out to all media channels, if necessary engaging a bilingual officer to liaise with all local radio and tv channels, that residents should not allow any fraudulent activities to take 	<p>John Williams (DS) / Louise Stamp</p>	<p>Pending</p>

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	<p>places in their properties.</p> <ul style="list-style-type: none"> • It was suggested that a script be written for all parties to use, and possibly to record a message on video to be shown on all possible communication channels. • Officers should liaise with Members if necessary to help them access local media channels. • Officers should keep the Chair updated on progress and the detailed information would be reviewed in due course. 		
<p>20th January 2014</p>			
<p>Item 5.1</p>	<p>Mayor's Car Attempts will continue to secure information to determine nature and frequency of events attended by the Executive Mayor/ Executive's Mayor's Car.</p> <p>Chair of OSC has agreed to prepare a report back to Council. He will circulate this to OSC Members outside of the meeting and it will come back to OSC in March for approval before submission to March Council.</p>	<p>Chris Holme (Resources)/Graham White (Legal Services)</p> <p>Cllr Uz-Zaman / Mark Cairns (CSE)</p>	<p>Pending – Fol request submitted on behalf of the Chair on 5 February</p> <p>Pending – report to March Council</p>

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Item 5.2	<p>Watts Grove</p> <p>Report to be presented to Council on 22 January 2014</p>	Matthew Mannion (DS)	Completed – report presented to Council 22 January 2014
Item 5.3	<p>Budget</p> <p>OSC’s deliberations to be submitted to the Mayor for consideration by Noon on Monday 27 January</p> <p>Third Party Payments – Chris Holme agreed to provide a breakdown of the third party payments that set out why they had increased (for example – showing those relating to public health budgets)</p> <p>Personalised Homecare services – Kate Bingham to provide members with more detail on the current situation in relation to progress on personalised home care and the number of directly employed staff.</p> <p>Asset Management – The Chair requested full details on funds raised from recent asset sales and on what the funds had been allocated to.</p> <p>Free school meals – the Committee requested the following information:</p>	<p>Matthew Mannion (DS)</p> <p>Chris Holme (Res)</p> <p>Kate Bingham (ESCW)</p> <p>Ann Sutcliffe (D&R)</p> <p>Kate Bingham (ESCW)</p>	<p>Completed</p> <p>Completed – emailed 4 February and sent in hard copy 5 February</p> <p>Completed – as above</p> <p>Completed – as above</p> <p>Completed – as above</p>

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	<ul style="list-style-type: none"> • The number of children (years: reception to year 2) currently receiving free school meals (and how many were Statutory recipients) • The number of pupils (years: 3 and upwards) currently receiving Statutory Free School Meals. • The additional number of pupils (years 3 and upwards) who would receive the meals if lunches were made free for all primary age children. • The core cost of providing free school meals at present (total and per child), and the cost of providing free school meals to all primary age children (total and per child). • The existing administrative cost/impact and the likely increase (if any) in the administrative burden, to the council and schools, should the scheme be extended to all primary school pupils. <p data-bbox="517 1082 1167 1230">University Grants - The Committee asked for officers to ensure that University Grants were awarded/paid by 10 February or held over until June/July 2014.</p> <p data-bbox="517 1267 1167 1375">The Committee also asked for details on drop-out rates for those with awards against similar previous cohorts and also for details</p>	<p data-bbox="1173 1082 1518 1157">Kate Bingham (ESCW)</p> <p data-bbox="1173 1267 1518 1342">Kate Bingham (ESCW)</p>	<p data-bbox="1525 1082 2119 1118">Completed - as above</p> <p data-bbox="1525 1267 2119 1303">Completed – as above</p>

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	<p>on how the grants were paid (one-off, split payment etc).</p> <p>Pre-election guidance – officers were asked to confirm that the pre-election guidance had been circulated to all officers.</p> <p>Officers to provide commentary on the Council’s use of reserves, monitoring of existing savings requirements and how they were planning to deal with managing the significant savings that would be required in the next few years.</p>	<p>John S Williams (DS)</p> <p>Chris Holme (Res)</p>	<p>Completed – circulated to officers 12/2 and to be published on TH Net front page</p> <p>Completed – as above</p>
4 February 2014			
Item 3	<p><i>Unrestricted Minutes</i></p> <p>Amend the minutes of the last meeting to record that Councillor Amy Whitelock-Gibbs had submitted her apologies prior to the meeting.</p>	<p>Louise Fleming (DS)</p>	<p>Completed 5 February 2014</p>
Item 6.1	<p><i>Project Information Report – Community Chest and Community Events</i></p> <p>Hard copies of additional information circulated by email following the meeting on 7 January to be sent to Members</p>	<p>Louise Fleming (DS)</p>	<p>Completed – Sent 5 February 2014</p>

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	A list of future community events will be sent to Members when they are known.	Dave Clark (D&R)	Pending
	The letter submitted by Mulberry School in relation to the aims of its community event to be circulated to Members and a breakdown of the expenditure.	Dave Clark / Everett Haughton (D&R)	Pending
	The minutes of the relevant meeting to be checked to confirm whether the CVS expressed a view on the winding down of the Community Chest fund.	Dave Clark (D&R) / Cllr Alibor Choudhury (Resources)	Pending
	A letter to be written to the CVS asking for their view on the winding down of the Community Chest fund	Mark Cairns (CSE) / Cllr Motin Uz-Zaman (Chair)	Pending
Item 6.2	<i>Log of Actions Requested at Overview and Scrutiny Committee Meetings</i>		
	Contact relevant officers to remind them of their outstanding actions.	Mark Cairns (CSE) / Louise Fleming (DS)	Completed 7 February 2014
	Update Action Log with actions relating to the Elections 2014 from the OSC meeting on 7 January 2014	Louise Fleming	Completed 5 February 2014
	Update Action Log with actions completed	Louise Fleming	Completed

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	since the publication of the agenda		
Item 8	<p><i>Pre-Decision Scrutiny of Cabinet Papers</i></p> <p>Chair to raise Members' concerns relating to the lack of financial information contained in the exempt report on the new Civic Centre</p>	Cllr Motin Uz-Zaman	Completed – raised at the meeting of the Cabinet on 5 th February 2014
11 February 2014			
Item 4.1	<p><i>(Budget Amendment)</i></p> <p>Re New Civic Centre – Request that all councillors receive as much information as possible re- proposed contract and alternative options available prior to budget Council meeting</p> <p>Re Additional Police in the Borough Chair to write to Boro Cmdr requesting data on No.s of Police Officers that have been reduced in the Boro</p>	<p>Chris Holme / Antonella Burgio / Matthew Mannion</p> <p>Cllr Uz-Zaman / Antonella Burgio</p>	<p>Pending constitutional advice re: restricted papers</p> <p>Letter pending</p>