

Action Report – Overview & Scrutiny Meeting 21<sup>st</sup> June 2007

<b>Minute Reference Number</b>	<b>Action</b>	<b>Officer Responsible</b>	<b>Action Taken</b>
<b>017</b>	Produce procedures for 'Member Teams' to be considered at the September meeting.	J. Whittleton	
<b>017</b>	That the cost of holding meetings in the community be produced for the next meeting.	J. Whittleton	To be circulated ahead of the 19 <sup>th</sup> July meeting
<b>017</b>	Establish pilot for meetings in the community.	J. Whittleton	
<b>017</b>	Overview & Scrutiny Committee meetings start at 7pm – Inform interested parties and call meeting for 7pm	J. Whittleton.	Council to decide 4 <sup>th</sup> September
<b>018</b>	Involvement in Health issues Report to be considered at the next meeting.	M. Gilmour	Report produced and item on the Agenda
<b>018</b>	Produce a list of items which have to be considered by the Committee.	S. Pangbourne	Included within the Work Plan Report
<b>018</b>	Consider Corporate Plan before Council.	S. Pangbourne	
<b>018</b>	Consider further the Work Plan at the July meeting.	J. Whittleton	Report Produced and Item placed on the Agenda
<b>019</b>	Consider the draft Enforcement policy in September/October – along with additional information requested.	C. Pescod	Entered into draft Work Plan
<b>020</b>	Inform officer responsible of the Committees appointments	J. Whittleton	Officers informed
<b>021</b>	Amend Terms of Reference to include Councillor N.M. Phillips.	J. Whittleton	Terms of Reference amended
<b>021</b>	Ensure that Task Group Members are not CAB Members.	J. Whittleton	Members of the Task Group emailed 3 <sup>rd</sup> July 07
<b>021</b>	Call first meeting.	J. Whittleton.	1 <sup>st</sup> meeting called for the 9 <sup>th</sup> July 2007