



**West Devon
Borough
Council**

OVERVIEW & SCRUTINY (EXTERNAL) COMMITTEE – DECISIONS LOG

Meeting Date	Report Title and Minute Ref.	Decision	Officer / Member	Officer comments
7 July 2015	Committee Terms of Reference * O&S(E) 3	That the Call-in rules be circulated to Committee Members.	Darryl White	Email sent to Members on 8 July 2015.
7 July 2015	Committee Terms of Reference * O&S(E) 3	That Overview & Scrutiny related training be included in the Council's Learning and Development Programme	Darryl White	Scrutiny Skills session held in Totnes on 11 Sept. Further bespoke sessions to be arranged with the trainer.
7 July 2015	Committee Terms of Reference * O&S(E) 3	That a three-stage process be adopted for agenda items related to external agencies and partners.	Darryl White	Implemented.
7 July 2015	Committee Terms of Reference * O&S(E) 3	That the terms of reference be noted and uploaded on to the website.	Darryl White	Implemented.
7 July 2015	Public Forum * O&S(E) 4	That the Public Forum procedures (as amended) be adopted.	Darryl White	Implemented.
7 July 2015	Public Forum * O&S(E) 4	That a set of guidance notes be created to underpin the Public Forum procedures.	Darryl White / Steve Jordan / Cllr Ridgers	Implemented.
7 July 2015	Hub Committee Forward Plan * O&S(E) 5	That an additional column be included in the Forward Plan to differentiate between matters which were within the remit of the Internal and External Committees.	Kathy Trant	Implemented for the Forward Plan published on 13 July 2015
7 July 2015	Hub Committee Forward Plan: Leisure Services Procurement * O&S(E)(i) 5	That the contract award split between Services (40%), Commercial (50%) and Technical (10%) be reviewed before the Hub Committee meeting.	Ross Kennerley	Reviewed and amended report tabled to the Hub Committee meeting on 14 July 2015.

7 July 2015	Members Proposal Form for Potential Agenda Items * O&S(E) 6	That the Proposal Form (as amended) be adopted for submitting future agenda item requests.	Darryl White	Implemented.
7 July 2015	Draft Work Programme 2015/16 * O&S(E) 7	That consideration of the Council's list of partnerships be scheduled on to the next Committee meeting agenda on 29 September 2015.	Ross Kennerley	Implemented.
7 July 2015	Draft Work Programme 2015/16 * O&S(E) 7	That a progress update on the 'Our Plan' be scheduled on to the Committee meeting agenda on 17 November 2015.	Ross Kennerley	Implemented.
7 July 2015	Draft Work Programme 2015/16 * O&S(E) 7	That proposal forms be submitted that seek approval to consider future items in relation to rural broadband provision and the Chamber of Commerce	Cllr John Sheldon	The Panel has considered Cllr Sheldon's submitted form and Darryl White to speak to Cllr Sheldon.
7 July 2015	Draft Work Programme 2015/16 * O&S(E) 7	That a task and finish group be established to undertake a review into DCH, with terms of reference and scope for the review being reported back to the next Committee meeting.	Cllrs Ball, Leech and Watts	Isabel Blake has emailed Cllrs Watts and Ridgers regarding this matter. Members to consider the merits of this proposal in light of this email.