

### **Future Reviews and Report Tracker**

September

- ABC Business Plan quarterly performance report

October

- 'Invest to Save' Civic Centre Lighting replacement project

December/January

- Budget scrutiny Task Group meetings

New items:-

Items agreed at the June meeting of this committee will come forward in due course.

Year Plan 2013/14

Month	items	Task Group
May	<ul style="list-style-type: none"> <li>• O&amp;S annual report.</li> <li>• ABC Business Plan quarterly performance report.</li> </ul>	
June	<ul style="list-style-type: none"> <li>• Sickness &amp; Absenteeism annual report.</li> <li>• Communication and Consultation Strategy re Planning Policy</li> </ul>	
July		
August	<ul style="list-style-type: none"> <li>• Review of Best Service Resources allow activity</li> <li>• Membership of Budget Scrutiny Task Group</li> </ul>	
September	<ul style="list-style-type: none"> <li>• ABC Business Plan quarterly performance report.</li> </ul>	
October	<ul style="list-style-type: none"> <li>• Review of 'Invest to save' Civic Centre lighting project</li> </ul>	
November	<ul style="list-style-type: none"> <li>• ABC Business Plan quarterly performance report.</li> </ul>	
December		<b>Scrutiny of Council's draft 2014/15 budget – Budget Scrutiny TG meetings</b>
January	<ul style="list-style-type: none"> <li>• Report of Budget Scrutiny Task Group</li> </ul>	<b>Budget Scrutiny TG meetings</b>
February	<ul style="list-style-type: none"> <li>• ABC Business Plan quarterly performance report.</li> </ul>	
March		
April	Community Safety Partnership – annual update	

## O&S Committee – Report Tracker – Current position

Minute No.	Report Title	Officer	Date due	Current position	Recommended action
299/10/06	Stour Centre	Head of Cultural & Project Services	TBC – after completion of claim work	Work ongoing	Await completion of claim work.
62/06/11	Housing Strategy Action Plan Monitoring Report	Head of Housing /Housing Strategy Officer		Housing Strategy under review. New Strategy/Action Plan not yet in place. Monitoring will recommence One year after adoption of new Strategy.	Timetable for one year after adoption of new Strategy.
432/03/11	Annual Review of Homelessness Strategy	Head of Housing		The Homelessness Strategy to be included in the Housing Strategy in future.	
51/06/13	Sickness and Absenteeism – annual report	Head of Personnel & development	June 2014		Timetable for June each year.
13/05/13	Overview and Scrutiny Annual Report	Senior Scrutiny Officer	May/June 2014		Timetable for May/June each year
142/09/12	3 year review of Mayoralty		Sept 2015		
312/01/12	Street Markets	TBA	TBA		
431/04/12	ABC Business Plan performance report – 2013/14	Policy & Performance Officer	May/Sept/ Nov/Feb		
62/06/12	Sports & Leisure		TBA		

303/01/13	Review of 'Best Services resources allow' activity	Chief Executive	August 2013		
398/03/13	Refurbishment of the Stour Centre	TBA	TBA	Final Report from Task Group to be presented to O&S	
418/04/13	Community Safety Partnership – annual update	Community Safety Service Manager	April 2014		
11/05/13	Review of 'Invest to save' Civic Centre lighting project	Housing ICT development Manager	Oct 2013		
53/06/13	KCC Shared Space Contract	TBA	After final report from AMEY		
53/06/13	Conningbrook project	Head of Culture and the Environment	TBA		
53/06/13	Fly posting & graffiti	TBA	TBA		

Low Priority & other proposed reports

	Report Title	Officer	Date due	Current position	Recommended action
57/06/08 199/10/11	Recycling and the Blue box scheme	Street Scene and Open Spaces Manager Services	TBC	To be considered when procurement process completed and new contract in operation.	
135/08/08	Cultural strategy.	Head of Cultural & Project Services			
291/12/08	The effectiveness of a single O&S committee		TBA		