

Future Reviews and Report Tracker

February

- ABC business plan Q3
- Annual review of Community Safety Partnership

Forward plan

Items on the forward plan will come to O&S in due course.

Year Plan 2013/14

Month	items	Task Group
May	<ul style="list-style-type: none"> • O&S annual report. • ABC Business Plan quarterly performance report. 	
June	<ul style="list-style-type: none"> • Sickness & Absenteeism annual report. • Communication and Consultation Strategy re Planning Policy 	
July		
August	<ul style="list-style-type: none"> • Review of Best Service Resources allow activity • Membership of Budget Scrutiny Task Group 	
September		
October		
November	<ul style="list-style-type: none"> • ABC Business Plan quarterly performance report Q1 & 2 • Review of 'Invest to save' Civic Centre lighting project • Update on Conningbrook project 	
December	Scrutiny of Council's draft 2014/15 budget	Budget Scrutiny TG meetings:- 9th Dec, 16th Dec, 17th Dec 2013.
January	<ul style="list-style-type: none"> • Report of Budget Scrutiny Task Group • Fly posting & graffiti – powers and obligations for the council 	Budget Scrutiny TG meetings:- 8th, 13th Jan, 16th Jan 2014
February	<ul style="list-style-type: none"> • ABC Business Plan quarterly performance report. • Annual review of Community Safety Partnership 	
March		Budget Scrutiny TG meeting;- 13th March 2014
April		

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	July 2014	Housing Framework 2013 -18 and Homelessness Strategy 2013 –18 adopted July 2013. 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	July 2014	The Homelessness Strategy to be included in the Housing Strategy in future.	As above
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		
431/04/12	ABC Business Plan performance report – 2013/14	Policy & Performance Officer	May/Sept/ Nov/Feb		
62/06/12	Sports & Leisure		TBA		
398/03/13	Refurbishment of the	TBA	TBA	Final Report from Task Group	

	Stour Centre			to be presented to O&S	
418/04/13	Community Safety Partnership – annual update	Community Safety Service Manager	February 2014		
53/06/13	Fly posting & graffiti	Development Control Manager; Assistant Health, Parking and Community safety Manager	January 2014		
216/11/13	Council play parks	TBA	TBA		
216/11/13	Update on progress of Focus 2013 - 15	TBA	Oct/Nov 2014		
215/11/13	Update on Conningbrook Project – especially safety aspects.	Nature Conservation & Tourism Officer and Sports Projects Manager & active Ashford co-ordinator	Summer 2014		

Low Priority & other proposed reports

	Report Title	Officer	Date due	Current position	Recommended action
57/06/08 199/10/11 115/08/13	Update on new waste and recycling scheme.	TBA	July/ August 2014	New contract commenced July 2013.	Report on new contract one year after commencement
291/12/08 216/11/13	The effectiveness of a single O&S committee			Reconsider having a report November 2014	