

## Future Reviews and Report Tracker

### Forward plan

**July – meeting of Budget Scrutiny Task Group - to consider the report 'Informing the next Five Years' , from the Cabinet Agenda of 10<sup>th</sup> July 2014.**

### September

- **ABC Business plan performance report Q1 2014-15**
- **Update on new waste and recycling scheme**

**October – change of date of meeting - the Chairman is unable to be at the meeting on 28<sup>th</sup> October and, with Members' agreement, would like to move the meeting to the 21<sup>st</sup> October.**

- **Update on progress of Focus 2013-15**

### November

- **ABC Business plan performance report Q2 2014-15**

### December/January - meetings of Budget Scrutiny Task group

New items:-

Apart from items such as scrutinising the Council's draft budget, which the Constitution requires the O&S Committee to do every year; the O&S Committee sets its own work programme for the year. Some items recur on a regular basis e.g. the yearly update from the Community Safety Partnership and the quarterly Business Plan performance report; others are of a 'one-off' nature.

With the agreement of the Chairman, items can be put on the O&S agenda following a request from Cabinet or another Committee (e.g. Audit). Members of the O&S Committee are also able to suggest items that the Chairman may wish to put on the Committee's agenda (**by putting their proposal in writing to him**) – such items must represent a Borough wide perspective and provide the opportunity to influence, to improve services or contribute to policy development.

The Chairman will then decide if the item is appropriate for O&S to consider and, if so, is there room on the work programme.

Any such item will be put to the Committee for Members to decide if they wish to add it to the work programme.

Suggested items for O&S to consider if they are to be added to the work programme.

### **Ashford International Model Railway Exhibition Centre**

Background information – nothing has happened since officers met with the promoters earlier this year. [www.aimrec.co.uk](http://www.aimrec.co.uk)

**Action** – no action at the present time

### **S106 agreements**

Background information – there is an annual report to Cabinet:-  
July 2014 – Section 106 Cabinet Annual Monitoring 2013/14,  
June 2013 making S106 agreements work for your community.

Information available on the council's web site:-

S106 – what they can cover

- Which contribution is best for you
- How contributions are spent
- Legal tests

Christina Fuller works with parishes to determine where S106 money received by ABC is spent – e.g. on sport/open space etc.

Some contributions (e.g. for education, library facilities, social services) go to KCC as they are responsible for distributing them.

**Action** - if desired O&S could ask for an information report, this could cover:

1. Why we have agreements
2. What we can seek contributions for and the legal justification
3. How we work with parishes and other organisations to identify projects which could utilise contributions
4. How we obtain payments and monitor compliance

### **Conningbrook lakes**

Background information – This was reported to O&S last November (2013) and an update, particularly on safety aspects, was due this summer. Officers have advised that there is nothing further to add to the report that O&S received in November and the Portfolio Holder has suggested that this be scheduled for a date in the autumn.

**Action** – reschedule for October/November 2014.

### **Update and progress report on ABC Commercial Companies & the O&S Call-in recommendations**

Background information – The Property Company is not trading at all at the moment and the Building Control Company has only been trading for two months.

**Action** - If the O&S Committee wishes to put this item on the forward plan it is suggested that this be to come forward in 6 months time. An update on each of the O&S call-in recommendations and a financial statement can be provided at the same time.

**Town centre – update on the Portas Pilot Project**

Background - An update is reported annually to Cabinet (November 2012, October 2013) and this year's will be going to Cabinet in October / November time.

**Action** - O&S could request that the report comes to them for consideration after it has been to Cabinet.

**Lorry Parking Problem Dover to London**

Background - this is an issue which is being dealt with by KCC and being reported to the Joint Transportation Board. A consultants' report has been commissioned, by KCC, to explore Lorry Parking options along the M20/M2 corridor. The consultants' report has not been made public yet.

**Action** – this issue is already being reported to another committee (JTB), which Members are at liberty to attend. It is important that double handling is avoided and therefore it is suggested that the matter be left with the JTB for the time being.

Year Plan 2014/15

Month	items	Task Group
May	<ul style="list-style-type: none"> <li>• ABC Business Plan quarterly performance report (Q4)</li> <li>• Fly tipping</li> </ul>	
June	<ul style="list-style-type: none"> <li>• Call-in meeting re Cabinet Minute No. 397</li> </ul>	
July	<ul style="list-style-type: none"> <li>• Sickness &amp; Absenteeism annual report.</li> <li>• Housing Strategy Action Plan Monitoring Report and annual review of Homelessness strategy</li> </ul>	<b>Budget Scrutiny TG meeting</b>
August		
September	<ul style="list-style-type: none"> <li>• ABC Business Plan quarterly performance report Q1</li> <li>• Update on new waste and recycling scheme.</li> </ul>	
October	<ul style="list-style-type: none"> <li>• Update on progress of Focus 2013 – 15</li> </ul>	
November	<ul style="list-style-type: none"> <li>• ABC Business Plan quarterly performance report Q2</li> </ul>	
December	<b>Scrutiny of Council's draft 2015/16 budget</b>	<b>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(Q3)</li> <li>• Annual review of Community Safety Partnership</li> </ul>	
March		
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	July 2014		Timetable for June each year.
13/05/13	Overview and Scrutiny Annual Report	Senior Scrutiny Officer	May/June 2015		Timetable for May/June each year
142/09/12	3 year review of Mayoralty		Sept 2015		
431/04/12	ABC Business Plan performance reports – 2013/14	Policy & Performance Officer	May/Sept/ Nov/Feb		
62/06/12	Sports & Leisure		TBA		

398/03/13	Refurbishment of the Stour Centre	TBA	TBA	Final Report from Task Group to be presented to O&S	
335/02/14	Community Safety Partnership – annual update	Assistant Health, Parking & Community Safety Manager	February 2015		
216/11/13	Council play parks	TBA	TBA	Awaiting confirmation of date of report	
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	Autumn 2014		
57/06/08 199/10/11 115/08/13	Update on new waste and recycling scheme.	Strategic Environmental and Customer Service Manager	September 2014	New contract commenced July 2013. .	Report on new contract one year after commencement

Low Priority & other proposed reports

	Report Title	Officer	Date due	Current position	Recommended action
291/12/08 216/11/13	The effectiveness of a single O&S committee			Reconsider having a report November 2014	