

22 September 2015

Future Reviews and Report Tracker

1. The current Year Plan for 2015/16 and the report tracker is attached to this report.
2. Reports on Emergency Planning (following the incident in South Ashford in June) and International House are included within the agenda for this meeting.
3. The Committee is asked to consider whether there are any other items they wish to suggest that the Committee considers for review as part of its 2015/16 work programme. 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.
4. 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.
5. 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.
6. The Vice Chairman of the Committee has suggested two items the committee may wish to review. They are Freedom of Information Decisions – Withholding information from requests received and the Effectiveness of the Whistle Blowing Policy. The Committee is asked to consider these two suggestions.
7. The Committee will need to agree any items put forward for review.

Recommendation

The Committee has asked to consider:-

- **Items for future review or report.**

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Year Plan 2015/16

Month	items	Task Group
June	O&S Annual Report 2015/15 Sickness and Absenteeism Annual Report	
July	Formation of Budget Scrutiny Task Group Annual Report on the Housing Framework Quality Bus Partnership Implementing the Social Value Act 2012	
August	No Meeting	
September	ABC Business Plan Performance Report International House – report on full years trading Emergency Planning	
October	3 Year Review of Mayoralty Disabled Adaptions The Chief Executive – A more strategic approach to scrutiny.	
November	ABC Business Plan Performance Report	
December		Council's draft 2016/17 budget - Budget Scrutiny TG meetings
January	Budget Scrutiny Report	Budget Scrutiny TG meetings
February	ABC Business Plan Performance Report Community Safety Partnership – Annual Update	
March		
April		
May	ABC Business Plan Performance Report	

O&S Committee – Report Tracker – Current position

Minute No.	Report Title	Officer	Date due	Current position	Recommended action
405/04/14	Overview and Scrutiny Annual Report	Member Services and Scrutiny Manager	May/June 2015	On the agenda for June 2015	Timetable for May/June each year
142/09/12	O&S Review of Mayoralty – Further Review - 2015	Member Services and Scrutiny Manager	Sept 2015	In 2010 the O&S Task examined the Mayoralty and put forward changes to make savings in line with Business Plan at that time. The operation of the service following the changes was reviewed in September 2012. A further review was requested in 3 years.	
431/04/12	ABC Business Plan performance reports – 2013/14	Policy & Performance Officer	Sept/Nov/ Feb/ May	The report comes before the O&S Committee following consideration by the Cabinet.	
398/03/13	Refurbishment of the Stour Centre	TBA	TBA	Final Report from Task Group to be presented to O&S	
367/02/15	Community Safety Partnership – annual update	Health, Parking & Community Safety Manager	February 2016	Annual update for the Committee in fulfilling its Crime and Disorder responsibilities	
216/11/13	Council play parks	TBA	TBA	Awaiting confirmation of date of report	
102/07/14	Annual report on Housing Framework	Housing Strategy Manager/Head of Housing	July 2016	Report will be on the agenda for the July 2016 meeting.	

301/12/14	Disabled Adaptations	Head of Communities and Housing	October 2015	Report to include the current policy, scheduled programme of works, spending for the last two years and planned spend and benchmarking against other authorities.	
413/3/15	Report of Budget Scrutiny Task Group on HRA Business Plan – Universal Credit	Head of Communities and Housing	September 2016	The O&S Committee wishes to have an update report on the roll out of Universal Credit.	
414/3/15	Purchase of Commercial Property – International House – Update report	Head of Communities and Housing	September 2015	O&S requested a further report when the full years trading figures are available.	
44/06/15	Sickness and Absenteeism Annual Report	Head of Personnel and Development	June 2016	Further annual progress report	
87/07/15	Quality Bus Partnership	Head of Health, Parking and Community Safety	July 2016	Update report one year on from report considered in July 2015	
88/07/15	Public Services(Social Value Act) 2012	Head of Communities and Housing	July 2016	Update report one year on from report considered in July 2015	
45/06/15	Emergency Planning Update	Resilience Partnership Manager	September 2015	Information on response to the emergency in South Ashford in June 2015.	