

O&S Committee 2014/15 work plan

Item	Outcome	What is required?	Lead Officer
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Meeting Date: 9 July (report deadline: 27 June)			
Appointment of an O&S sub-committee	Set up a sub-committee to deal with urgent business	Report	Rosalind Reeves, Democratic Services Manager
Update on scrutiny task groups and membership	Agree revised membership following elections	Draft report	Rosalind Reeves, Democratic Services Manager
Scrutiny Annual Report	Agree report for Council in July	Draft report	Rosalind Reeves, Democratic Services Manager
End of Year Performance Report	Review report due to go to Council on 21 July	Report	Richard Gibson, Strategy and Engagement Manager
Meeting Date: 8 September (report deadline: 27 August)			
STG- JCS and Planning and Liaison working group, Section 106 and pub closures	Agree revised Terms of Reference for each group	Draft ToR	Rosalind Reeves, DSM Tracey Crews, Head of Planning Chairs, Councillor Tim Harman, Nigel Britter and Colin Hay
UBICO	Performance monitoring	Verbal update and questions	Rob Bell, Managing Director UBICO
Meeting date: 12 January 2015 (report deadline: 30 December)			
Budget recommendations (2015-16)	Review and make comments/recommendations		Mark Sheldon, Director of Resources
Meeting date: 2 March (report deadline: 18 February)			
Draft Corporate Strategy 2015-16	tbc	tbc	Richard Gibson, Strategy and Engagement Manager
Quarter 3 performance review	tbc	tbc	Richard Gibson, Strategy and Engagement Manager

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Meeting date: 27 April (report deadline: 15 April)			
End of year performance review	Tbc	Tbc	Richard Gibson, Strategy and Engagement Manager
Dog Fouling STG – 12 month follow up on recommendations	tbc	tbc	tbc
Meeting date: 29 July (report deadline: 19 June)			

Annual Items				
Budget recommendations	January	Chair, Budget Scrutiny Working Group		
Draft Corporate Strategy	March	Richard Gibson, Strategy and Engagement Manager		
Quarter 3 performance review	March	Richard Gibson, Strategy and Engagement Manager		
End of year performance review	April/June	Richard Gibson, Strategy and Engagement Manager		
Non scrutiny member working groups update	September	Democratic Services Manager		
Quarter 2 performance review	November	Richard Gibson, Strategy and Engagement Manager		