OVERVIEW AND SCRUTINY LOG OF RECOMMENDATIONS

Cttee	Review title	Rec #	Summary of recommendation	Status	Head of service	Implementation target date	Notes
Scrutiny	Asset transfers	1	Annual review of asset transfer policy	Implemented	E. Wiggins	Implemented	Policy to be reviewed annually by Asset Transfer Group.
Scrutiny	Asset transfers	2	Consideration to covenanting future freehold transfers	Accepted	A. Adams	Ongoing	To be considered on a case-by-case basis.
Scrutiny	Asset transfers	3	Annual review of property asset strategy	Implemented	A. Adams	Implemented	Strategy to be reviewed annually by Asset Mgmt Group.
Scrutiny	Asset transfers	4	Cttee to be supplied with copy of council asset register	Implemented	A. Adams	Implemented	Copy of the register has been supplied.
Scrutiny	Asset transfers	5	Leading role for asset mgmt/transfer in localism policy	Implemented	L. Matthews	Implemented	Leading role made clear through Local First.
Scrutiny	Asset transfers	6	Local First: open mind on proposals received	Implemented	D. Thomas	Implemented	Open EoI process in place, yet to be tested in practice.
Scrutiny	Asset transfers	7	Cttee views to be sought on localist initiatives on assets	Accepted	E. Wiggins	Ongoing	Cttee to be notified prior to any cabinet transfer decision.
Scrutiny	Complaint handling	1	Recognise recent improvement in complaint handling	Implemented	D. Thomas	Implemented	
Scrutiny	Complaint handling	2	Accept audit recommendations and monitor implementation	Implemented	D. Thomas	Implemented	Action plan agreed.
Scrutiny	Complaint handling	3	Re-word 'justified/unjustified' distinction.	Accepted	D. Thomas	Ongoing	Part of action plan. Alternatives to be considered.
Scrutiny	Complaint handling	4	Improve ongoing contact with complainants.	Implemented	D. Thomas	Implemented	Complainants are informed when case closed.
Scrutiny	Complaint handling	5	Instigate system for capturing complainants' feedback.	Accepted	D. Thomas	Ongoing	Process to be implemented later this year.
Scrutiny	Complaint handling	6	Instigate annual report or similar to draw out common themes.	Implemented	D. Thomas	Implemented	
Scrutiny	Parking enforcement	1	Keep performance of Apcoa under review	Implemented	B.Planner	Implemented	
Scrutiny	Parking enforcement	2	Explore options to pay for tickets other than cash	Accepted	B.Planner	Ongoing	
Policy	Sittingbourne Town Centre regeneration	1	Establishes clear project and risk management procedures	Implemented	P.Raine	Implemented	
Policy	STC regeneration	2	Establishes a formal project team with clear structures, role definitions and budgets	Accepted	P.Raine	Ongoing	
Policy	STC regeneration	3	Recognises the long term nature of the STC project by establishing clear succession planning for the Project Team.	Accepted	P.Raine	Ongoing	
Policy	STC regeneration	4	Establishes clear and regular monitoring procedures for key project areas	Implemented	P.Raine	Implemented	
Policy	STC regeneration	5	Proactively reports on each stage of the project to provide reassurance, to all members of the Council, to local business leaders and to residents	Implemented	P.Raine	Implemented	
Policy	STC regeneration	6	Establish stronger lines of communication with development partners	Implemented	P.Raine	Implemented	
Policy	STC regeneration	7	Minimise the adverse impact of regeneration/development/construction on Sittingbourne residents and businesses.	Accepted	P.Raine	Ongoing	

Key to status	
	Pending: Awaiting cabinet decision on whether to accept or reject.
	Rejected: Recommendation not accepted by cabinet.
	Accepted: Recommendation accepted, still within target date for implementation.
	Implemented: Recommendation accepted, implementation complete.
	Overdue: Recommendation accepted, target date for implementation exceeded.