

Appendix A

SCRUTINY COMMITTEE RECOMMENDATION ACTION AND IMPLEMENTATION PLAN (SCRAIP)

Committee: Communities Overview and Scrutiny Committee

Meeting Date: 15 January 2013

Minute N^o: 74

Topic: Proposal for Community Halls

Recommendationⁱ	Cabinet Memberⁱⁱ	Responseⁱⁱⁱ	Timetable^{iv}	Lead Officer^v
It was recommended that:				Sarah Robson
a) The practicalities checklist on page 4 of the Community Asset Transfer and Expressions of Interest Form should include an asbestos check;	Cllr John A. Wilson	Amendment to be included in final report document.	By 8/2/2013	
b) The results of the consultation on Community Halls and clarification on who was consulted be provided to the Committee;	Cllr John A. Wilson	Information to be collated and forwarded to the relevant O&S Officer.	By 15 March 2015	Sarah Robson
c) Section 5, What skills does your group/organisation have, on page 7 of the document should be made bigger so that all relevant information could be included;	Cllr John A. Wilson	Amendment to be included in final report document.	By 8/2/2013	Sarah Robson
d) The proposal for community halls in Maidstone be approved by this Committee going forward; and	Cllr John A. Wilson	Overview and Scrutiny to be consulted, with the final decision being made by the Cabinet Member for Communities and Leisure Services.	By end Feb 2013	Sarah Robson

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e) The following information be provided: i. Information relating to Heather House from the Park Wood neighbourhood action plan/Planning for Real process ii. Usage figures Heather House and Fant Hall; who uses the facility and how often?; and iii. Details of who would be involved in the asset transfer working group.	Cllr John A. Wilson	Information to be collated and forwarded to the relevant O&S Officer.	By 15 March 2015	Sarah Robson

Notes on the completion of SCRAIP

ⁱ Report recommendations are listed as found in the report.

ⁱⁱ Insert in this box the Cabinet Member whose portfolio the recommendation falls within.

ⁱⁱⁱ The Officer/Cabinet Member responsible for responding to the recommendation should indicate in this box either the acceptance or rejection of the recommendation.

If the recommendation is rejected an explanation for its rejection should be provided. The 'timetable' and 'lead officer' boxes can be left blank

If the recommendation is accepted an explanation of the action to be taken to implement the recommendation should be recorded in this box. Please also complete the 'timetable' and 'lead officer' boxes.

^{iv} The Officer/Cabinet Member responsible for responding to the recommendation should indicate in this box when the action in indicated in the previous box will be implemented.

^v The Officer/Cabinet Member responsible for responding to the recommendation should indicate in this box the Officer responsible for the implementation of the action highlighted in the 'response' box.