

		AGENDA ITEM 7
		CS/24/09
Committee:	Central Services Policy & Scrutiny Committee	
Date:	21 December 2009	
<u>FORWARD LOOK</u>		
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Purpose of Report

The purpose of this report is to set out the Committee's latest work programme for its consideration.

**Central Services Policy & Scrutiny Committee:
Review Schedule 2009/2010 (provisional)**

(SD refers to the scoping document reference for the item)

Meeting	Topic	Approach	Current status
2009			
21 December	Capita Resourcing (CS-SCR-002)	Task & Finish Group	Interim Scrutiny Report to be considered for approval by the Committee at its December meeting. It is proposed that the Group will take further evidence in early 2010 reporting back at the February meeting.
2010			
25 January	Essex Strategy Refresh (CS-SCR-003)	Full Committee to undertake scrutiny into the process for refreshing the Essex Strategy Review.	Witnesses have been invited to take part. Pre-meeting will take place at 9.30am on 25 January for Members to agree approach and note confirmed witnesses. Scrutiny Report will be considered by the Committee at their 15 February meeting.
25 January	Essex Registration Service (CS-SCR-001)	The Full Committee undertook a scrutiny review into this topic in late 2009.	Scrutiny Report will be considered by the Committee at their 25 January meeting.

15 February	Capita Resourcing (CS-SCR-002)	Keir Lynch, Head of Human Resources and Customer Excellence will be in attendance to allow the Committee to continue their scrutiny into the Capita Resourcing topic. Hopefully, further work will have been completed by this date so that a full and final report can be presented to the Committee on this subject.	The interim report by the Task and Finish Group established to scrutinise this topic is due to be considered by the Committee at their December 2009 meeting.
15 March	Management of the BT Contract (CS-SCR-005)	<p>Mark Briggs will be in attendance to provide Members with a progress report on the Information Services server transfer and business continuity of the IT services.</p> <p>The full scrutiny review of Information Services has been placed on hold until after February 2010; by which date it will be necessary that the Council has fully integrated all IT services back in house.</p>	<p>A Task and Finish Group has been established that will start work in Spring 2010.</p> <p>Suggested areas of focus are:</p> <ul style="list-style-type: none"> • Planning • Transition • Management
Standing Items			
	Policy and Scrutiny Committee Scorecard Referrals	To review the periodic referrals from the EssexWorks Corporate Plan and LAA Scorecards.	Referrals were considered by the Committee at their October and December 2009 meetings.
Proposed topics for future Scrutiny Review			
	Complaints	<ul style="list-style-type: none"> • Internal/external complaints • Timescales and processes for dealing 	

		<p>with complaints</p> <ul style="list-style-type: none"> Complaints considered by the s151 officer 	
	Internal Communications	<ul style="list-style-type: none"> Follow up from commissioned report 	
	Blue Badge Scheme	<ul style="list-style-type: none"> The public's access to information Applications and receipt deadlines 	
	Public Relations	<ul style="list-style-type: none"> Links with District and Partner Organisations 	
	Member Support and Information	<ul style="list-style-type: none"> Planning and delivery Effectiveness Member Development Charter 	
	Legal/Professional Services	<ul style="list-style-type: none"> Links with Partner organisations 	
	Performance Management	<ul style="list-style-type: none"> How the Council manages key performance indicators 	
	Human Resources and Customer Excellence	<ul style="list-style-type: none"> Follow up from the Committee's work on the Essex People Strategy Have concerns raised about the anonymity of the staff survey been rectified. 	
	Essex Partnerships	<ul style="list-style-type: none"> Links between Essex Partnerships and LAAs Effectiveness 	

	Trading Standards- progress on tackling illegal money lending	<ul style="list-style-type: none"> Follow up from an initiative on illegal money lending that was first presented at Cabinet in 2007 	
	Facilities Management	<ul style="list-style-type: none"> Services provided by the Facilities Management Team 	