

		AGENDA ITEM 5
		CS/02/10
Committee:	Central Services Policy & Scrutiny Committee	
Date:	25 January 2010	
<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
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.
15 February	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 15 February meeting.
15 February	Performance Indicator on Overall Satisfaction	The Committee heard from Duncan Wood, Head of Public Engagement at the 21 December meeting, and requested that Richard Puleston, Assistant Chief Executive, Community, Planning and Regeneration, attend the 15 February meeting to provide the Committee with an action plan detailing the strategies the Council has to address the percentage of satisfied residents.	
15 February	Asset Management	The Committee heard from Roger Moore, Head of Estates,	

		Valuation and Property Strategy at the 21 December meeting. Members requested more details about the Council's portfolio and Alistair Burg, Interim Director of Property will give a presentation to the Committee to provide the information requested.	
15 March	Capita Resourcing (CS-SCR-002)	<p>The interim report by the Task and Finish Group established to scrutinise this topic was considered by the Committee at their December 2009 meeting.</p> <p>A further evidence session took place on 15 January to hear from recently recruited employees and hiring managers.</p> <p>A meeting with Keir Lynch and other officers will be taking place on 26 February to finalise the evidence needed for the final report to be published.</p>	Scrutiny Report will be considered by the Committee at their 15 March 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

19 April	Coroners Service	<p>The Committee received a presentation from Alex Hallam, Deputy County Solicitor at the 19 October meeting regarding the Coroners Service.</p> <p>It is proposed that the Committee undertake a scrutiny review into the Coroners Service.</p>	Scoping document and background paper to be drafted and presented at the April meeting by the Governance Officer.
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 with complaints • 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 	