

Scrutiny Committee for Community Services - 2008/2009 Work programme

Standing Items		
Item	Notes	When
Announcements	Update, for information, on any matter of significant public or member concern not on the agenda elsewhere. Any significant achievements and threats are highlighted.	All meetings
Quarterly Performance Monitoring reports against the Council Plan.	These reports provide a summary of the Council's performance for the parts of the Council within the committee's terms of reference. The reports identify which targets are BVPIs (Best Value performance Indicators) and CPA (Comprehensive Performance Assessment) indicators. Key service targets assessed as red or amber are included in the report: Amber (where there is concern about the likelihood of achieving the performance measure by the end of the year) together with recommendations for action. Red (where the performance measure is assessed as inappropriate or unachievable). The report also details progress with all PSA (Public Service Agreement) targets within the committee's terms of reference.	All meetings (except September)
Forward Plan	A "snapshot" of the Council's Forward Plan is appended to each committee agenda. The purpose is to enable members to identify and highlight relevant issues for scrutiny. Options for dealing with items identified include: Requesting a briefing paper to be sent to some or all committee members. Requesting an item on a future scrutiny committee agenda to address specific questions raised by committee members. Suggesting that the item or elements of it be considered for a more in-depth scrutiny review.	All meetings

Topic	Key issues	Contact
12th March 2008		
Reconciling Policy and Resources	Report back on RPR Board and response from Cabinet	Becky Shaw Andrew Ogden
Scrutiny Review of Council's relationship with VCS	Final report of the scrutiny review of the Council's relationship with the voluntary and community sector	Claire Lee Becky Shaw Paul Rideout
Historical resource centre	Update on progress, particularly HLF bid. Also potential link to Scrutiny Review on archiving.	Elizabeth Hughes
10th June 2008		
Trading standards	6 month progress report against the peer review action plan; review our progress and procedures on under-age alcohol sales; and update on Illegal Money Lending project	Brian Johnson
Register offices	Update on the relocation of Hastings and Lewes Register Offices	Andrew Ogden
Traveller Strategy	6 month update report, to include an evaluation on the consultation process in Hastings	Trudy McGuigan
18th September 2008		
Safer Communities Plan	Update on the progress of the plan as part of its annual refresh	Becky Shaw Marcus Gomm

19th November 2008		
Information Kiosks and Community Help Points	12 month update report showing usage figures, marketing information and details of procedure for evaluating appropriateness of kiosk locations involving local members.	Stefan Danielczyk
Scrutiny Review of Council's relationship with VCS	6 month monitoring report of the scrutiny review of the Council's relationship with the voluntary and community sector	Becky Shaw Paul Rideout
March 2009		

Future items to be included in the programme - date to be confirmed		
Topic	Key issues	Contact
Alcohol Strategy	Update on progress with the strategy	Becky Shaw
Domestic Violence Strategy	Update on progress with the strategy (include a perspective from the Police in relation to domestic violence)	Becky Shaw
Adult Learning	Inspection report on adult learning	Becky Shaw
Potential future items for the work programme		
Community safety partnerships	Role, funding and resources. Interface between CDRPs and Safer Communities Steering Group (Cllr Howson to research initially)	Becky Shaw
Anti-social behaviour	(Cllr Howson to research initially)	Becky Shaw
E-government	Introduction of the New Generation Network (NGN) – aims, timescale, costs and possible expansion	
Records management	Potential scrutiny review regarding future needs, systems/buildings used elsewhere, criteria for what is/is not archived, charging mechanisms to feed into new Records Office project.	Andrew Ogden