

CORPORATE GOVERNANCE & POLICY SCRUTINY COMMITTEE

Work Programme from June 2008

Please note that the work programme is a 'live' document and subject to change at short notice.

The information in this work programme is correct as at 2 July 2008.

The order in which items are listed at this stage may not reflect the order they subsequently appear on the agenda / are dealt with at the scrutiny meeting. Please note that for items marked as 'part 2' it is recommended that the press and public be excluded from the meeting during its consideration in accordance with the Local Government Act 1972 (as amended).

For general enquiries relating to the Council's Scrutiny function, including this committee's work programme, please contact Suzanne Chaloner, Overview & Scrutiny Facilitator, Scrutiny Team on 292179.

For administrative arrangements such as enquiries relating to report dispatch dates, venue layouts, setting up of presentations, etc., please contact Julie Littlehales, Committee Administrator, Committee and Member Services on 292238.

All Meetings start at 6pm in the Guildhall, Wrexham, unless otherwise stated.

CORPORATE GOVERNANCE & POLICY WORK PROGRAMME

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
Wednesday 3 September 2008	Local Service Board	As agreed at the meeting of 4 June, to receive an update from the Chief Executive following the quarterly meeting of the Executive Group of the LSB.	External / Partnership Scrutiny	Chief Executive
	Police Community Support Officers (PCSOs)	End of Year monitoring report of performance against the Service Level Agreement (SLA) to include a review of the performance indicators. To include an end of year review of the Anti Social Behaviour Intervention Team 07/08.	External / Partnership Scrutiny	Chief Economic Development Officer
	Police Community Support Officers (PCSOs)	To consider Quarterly 1 of the monitoring report of performance against the Service Level Agreement.	External / Partnership Scrutiny	Chief Economic Development Officer
	Anti Social Behaviour	To receive an update on progress against the first year of the ASB Strategy Action Plan and detail of the measures for 08/09.	Internal Performance Monitoring	Strategic Director Corporate Governance, Communities, Community Safety

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
Wednesday 1 October 2008	Council's Code of Corporate Governance	Referred from Annual Council on 21 May 2008 – that this Committee in consultation with the Audit and Standards Committees, review the Code of Corporate Governance	Pre decision scrutiny	Chief Finance & Performance Officer
	Draft Council Plan	To consider the draft Council Plan developed from all Member workshops and Officer research.	Pre decision Scrutiny	Chief Finance & Performance Officer
	Draft Community Strategy	To consider the draft Community Strategy prior to considering the final draft in December.	Pre-decision Scrutiny	Chief Finance & Performance Officer
	Personal Review & Development (PRD) and Career Development	To consider the progress being made with the new PRD process following the consultation period.	Internal Performance monitoring	Chief HR Officer
Wednesday 5 November 2008	Customer Focus Strategy & Customer Care Standards	To consider the revised Customer Focus Strategy prior to its submission to the Executive Board and to enable the Committee to review the Council's performance against the Corporate Customer Care Standard (1/4/08 – 30/9/08)	Pre decision scrutiny and Internal Performance Monitoring	Chief Information Systems Officer

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
	Corporate Priorities - challenge	Scrutiny challenge of key measures of draft Council priorities and to select those priorities and measures that the Committee wish to challenge the targets for at its February 09 meeting.	Pre decision scrutiny	Chief Finance & Performance Officer
	Governance of Partnerships	To consider arrangements for the local governance of partnerships.	Pre-decision scrutiny	Strategic Director Corporate Governance
	CCTV	Following on from the report of 2 July, a further report detailing progress with the action plan and income generation. To include further detail regarding CCTV arrangements in Flintshire County Council.	Pre decision scrutiny	Chief Information Systems Officer / Chief Transport & Asset Management
Wednesday 3 December 2008	<i>Budget Proposals 09/10 - TBC</i>	<i>At its meeting in April 2008, Finance & Performance Scrutiny Committee recommended that each Scrutiny Committee reserve a slot on its FWP to consider issues arising from the all Member workshops on budget proposals for 09/10.</i>	<i>Pre decision scrutiny</i>	<i>Chief Finance & Performance Officer</i>
	Police Community Support Officers (PCSOs)	Quarterly monitoring report of performance against the Service Level Agreement. (Sept, Dec, May, June)	External / Partnership Scrutiny	Chief Economic Development Officer

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
	Final draft of Community Strategy	To consider the final draft of the Community Strategy prior to its submission to Executive and Council	Pre-decision Scrutiny	Chief Finance & Performance Office
	Final Council Plan	To consider the final Council Plan prior to submission to Executive Board and Council (agreed 4 June)	Pre decision Scrutiny	Chief Finance & Performance Officer
	Community Safety Agenda and Strategy	To consider the revised objectives for the Community Safety Partnership	External / Partnership Scrutiny	Strategic Director Corporate Governance
Wednesday 7 January 2009	Legionella Policy	Committee approved the Legionella Policy at its meeting on 5 December 2007 and requested a further report in 12 months to review the implementation of the policy and progress against the action plan.	Internal performance monitoring	Strategic Director Health, Social Care and Well Being and Sustainable Development
	Employees Survey 2008 Results and Improvement Plan	To consider the results of the Employee Survey carried out in 2008 (to include a comparison with 2006 survey results) together with the proposed improvement actions arising.	Internal performance monitoring	Chief HR Officer

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
Wednesday 4 February 2009	Corporate Priority – Target Challenge 09/10 - TBC	Challenge of targets for those Corporate Priorities selected by the Committee for challenge at the October meeting	Pre decision scrutiny	Chief Finance & Performance Officer
	Local Service Board - Local Development Agreement 2009/12	To consider the draft Local Development Agreement (possibly to be January or March meeting)	External / Partnership Scrutiny	Chief Executive
Wednesday 4 March 2009	Procurement	To consider the draft Procurement Strategy (August 2009 - July 2012)	Pre decision Scrutiny	Chief Finance & Performance Officer
Wednesday 1 April 2009				
Wednesday 6 May 2009	Gating Orders	At its meeting on 5 December 2007, Committee requested that the Gating Order Policy be subject to review 12 months after its implementation. Executive Board approved 15 April 08.	Internal Performance Monitoring	Chief Economic Development Officer

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	Police Community Support Officers (PCSOs)	Quarterly monitoring report of performance against the Service Level Agreement. (Sept, Dec, May, June)	External / Partnership Scrutiny	Chief Economic Development Officer
Wednesday 3 June 2009	Customer Care Standards	To enable the Committee to review the Council's performance against the Corporate Customer Care Standard (1/10/08 – 01/3/09)	Internal Performance Monitoring	Chief Information Systems Officer
	Improvement and Efficiencies Annual Report 2009	As agreed at meeting of June 2008 – to receive information on the improvement and efficiency work that has taken place during 08/09 and will be taking place in 09/12.	Internal Performance Monitoring	Chief Finance & Performance Officer
	Police Community Support Officers (PCSOs)	Quarterly monitoring report of performance against the Service Level Agreement. (Sept, Dec, May, June)	External / Partnership Scrutiny	Chief Economic Development Officer
Wednesday 1 July 2009	Community Cohesion – Strategy & Action Plan	To receive a report on the outcomes of the first 12 months of the Community Cohesion Strategy and Action Plan.	Internal Performance Monitoring	Strategic Director Corporate Governance, Communities and Community Safety

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
	Migrant Worker Task and Finish Group	To receive a report from the Task and Finish Group convened to consider the results of the annual survey to identify the availability of data to support service planning and resulting budgetary implications	Report back from Task & Finish	Task & Finish Group / Chief Economic Development Officer

ITEMS TO BE SCHEDULED

ITEM	AS AGREED at meeting of:	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER/ CONTACT OFFICER
Equalities Framework Toolkit	5 March 08	Committee requested that a report on the proposed toolkit for the Equalities Framework be submitted.	Pre decision scrutiny	Chief Human Resources Officer
WAG Consultation Paper on Scrutiny of Local Service Boards	2 April 08	To discuss proposals in the WAG consultation paper (due AUTUMN 2008) on Scrutiny arrangements for Local Service Boards.	External/Partnership scrutiny	Chief Executive
Scrutiny of Local Service Boards	2 April 09	To challenge arrangements adopted to scrutinise the LSB (and review of Council scrutiny of the LSB to avoid duplication)	External/Partnership scrutiny	Chief Executive
Corporate Complaints	2 April 08	To consider what mechanisms are in place for the Council to use customer information from complaints to improve Council Services.	Internal performance monitoring	Chief Legal & Democratic Services Officer
Safety Direct	2 July 08	At Executive Board meeting of 1 July, consideration was given to a proposed bid for a 3-year pilot partnership with the North Wales Fire & Rescue Service to provide general home safety advice.	Pre decision scrutiny	Chief Information Systems Officer

		CG&PSC indicated they would be interested in receiving a report as appropriate should the initial expression of interest be successful and the Authority be proceeding to submitting a bid.		
Contact Centre Expansion	CISO discussed wit Co-Chairs 7/08	To receive an information report on progress being made with the expansion of the contact centre.	INFORMATION REPORT	Chief Information Systems Officer

REGULAR ITEMS FOR CONSIDERATION

FREQUENCY	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER/ CONTACT OFFICER
6 monthly	Customer Care Standards	To enable the Committee to review the Council's performance against the Corporate Customer Care Standard (1/4/08 – 30/9/08 in November; 1/9/08 – 31/03/09 May)	Internal Performance Monitoring	Chief Information Systems Officer
Quarterly	Human Resources Monitoring	Quarterly monitoring of statistics re. employee numbers, new posts, sickness absence, and accidents.(Sept, Dec, March, June)	Internal Performance Monitoring INFORMATION REPORT ONLY – subject to Call Over	Chief Human Resources Officer
Quarterly	Police Community Support Officers (PCSO)	Quarterly monitoring report of performance against the Service Level Agreement. (Sept, Dec, May, June)	External / Partnership Scrutiny	Chief Economic Development Officer
6 monthly	Procurement	Update report (June, November)	Internal Performance Monitoring	Chief Finance and Performance Officer
Annual	Improvement and Efficiencies Annual Report 2009	As agreed at meeting of June 2008 – to receive information on the improvement and efficiency work that has taken place during 08/09 and will be taking place in 09/12. (June)	Internal Performance Monitoring	Chief Finance and Performance Officer

TBC	'Fit for the Future'	On 5 December 2007, Chief Executive reported that this was an ongoing process under which specific projects would be developed and specific reporting dates would need to be agreed as appropriate.	Internal Performance Monitoring	Chief Executive