

YOUR PLYMOUTH

Work Programme 2013 - 2014



Please note that the work programme is a 'live' document and subject to change at short notice. The information in this work programme is intended to be of strategic relevance and is subject to approval at the Cooperative Scrutiny Board.

For general enquiries relating to the Council's Scrutiny function, including this committee's work programme, please contact Katey Johns, Democratic Support Officer, on 01752 307815.

Date of meeting	Agenda item	Purpose of the agenda item	Reason for consideration	Responsible Officer
08.07.13	Customer Services	To get an overview of where we are in terms of customer service provision to help identify the focus of the task and finish scrutiny review(s)	To help prioritise focus of task and finish reviews	Andrew Stephens
	Housing Plan : Homelessness	To get an overview of where we are in terms of delivering affordable housing	This is a key element within the Corporate plan	Matt Garrett
	Cabinet Member for Cooperatives and Community Development	To inform panel of portfolio responsibilities and to identify possible areas which could benefit from pre/post decision scrutiny	To help develop panel's work programme	Councillor Penberthy
30.09.13	Emergency Welfare Support (Social Fund)	To look at budget delivery and customer satisfaction following its introduction in April 2013	Monitoring outcome of Social Fund Replacement task and finish review	Ann Thorpe
	Cabinet Member for Environment	To inform panel of portfolio responsibilities and to identify possible areas which could benefit from pre/post decision scrutiny	To help develop panel's work programme	Councillor Vincent
	Consultation on the review of the Licensing Act Statement of Licensing Policy and introduction of the Late Night Levy	To form part of the consultation process and help inform the policy review	Consultation	Andy Netherton

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04.11.13	Plymouth Community Safety Partnership (Crime Stats)	To receive an annual update on crime stats for the City	Statutory Function	Sarah Hopkins
	Roadside Memorials	Update on existing policy and current situation / issues	To identify whether further issue specific scrutiny action is required	
	Tree Management	Update on existing policy and current situation / issues	To identify whether further issue specific scrutiny action is required	
	Public Funerals	Update on existing policy and current situation / issues	To identify whether further issue specific scrutiny action is required	Nicola Horne
	Customer Services Transformation	Update on progress with project delivery	To establish whether it is still appropriate to continue with the planned Co-operative Review	Andrew Stephens
	Personal Debt	To receive a situation report on the level of personal debt in the City and how this is being managed (to include rent arrears)	Personal debt and the growth of the pay day loan market is a major concern.	
10.03.14	Emergency Welfare Support (Social Fund)	To look at budget delivery and customer satisfaction following its introduction in April 2013	Monitoring outcome of Social Fund Replacement task and finish review after first 12 months of operation	Ann Thorpe

Task and Finish Proposals	Consideration	Description
	Priority	
Recycling Rates	3	Panel to hear from the Cabinet Member for Environment at its meeting on 30 September prior to any PID being drafted
Neighbourhood / Locality Working	1	The panel to review Neighbourhood / Locality Working
Customer Services (focus on website and interactive transactions)	2 (to be reviewed following update report to panel on 04/11/13)	The panel will hear from the Assistant Director for Customer Services on progress with the transformation programme at its meeting on 8 July, prior to preparing the PID and scoping documents for this review
Access to Buildings / Services (Annual Review)	4	Panel to look at barriers (including physical and language)
Advice / Revenues and Benefits Performance	5	Panel to look at performance and complaints
Referred from Co-operative Scrutiny Board		
Review of Procedures used by the Council when dealing with unauthorised encampments		To clarify current processes and procedures against a backdrop of legal, social and financial considerations and to attempt to ensure community cohesion and public reassurance.