

PROJECT	SOURCE	COMMITTEE	SCOPE	RESOURCES	PROGRESS	CALENDAR
Low Frequency Noise	Minutes 8.5.06	Community & E & DS	Info note in Members Bulletin on Low frequency noise	E.H Note <b>MG</b>	Complete	Jul-06
			Report on number of cases.	E.H Report <b>MG</b>		Feb 07/
			Outcome details of cases	E.H Report <b>MG</b>		March 07
PCT issues and District Council liason	Minutes 8.5.06	Community	NB: New PCT for County to be formed in October 2006. Chief Exec has been appointed.			
			Report about healthy lifestyle funding opportunities. PCT are producing BLF bid, targeting obesity and other things from choosing health agenda. Are we missing opportunities for funding because of PCT uncertainty.	Policy Unit/SDDC Officers <b>MG</b> Sean Gordon Health Scrutiny DCC S Batchelor	Complete	Aug-06/ Sep-06
			Report on new governance structure and service arrangements for SD baseline report (ask DCC for input)	Policy Unit <b>MG</b>		Nov-06/ Jan-07
Rural Post Office closures including with drawal of pensioner cards	Minutes 8.5.06 Labour Group Item <b>RL</b>	Community	RL, SB and Policy Unit to scope work	Policy Unit <b>JP</b>	Complete	Jul-06
				Policy Unit <b>JP</b>	Complete	Jul-06
			Receive report outlining current background & issues			
			Ask PO's why a universal service is not available	Policy Unit <b>JP</b>	Complete	Aug-06
			Ask HOS what SDDC services do PO's deliver and what services could they deliver	Policy Unit <b>JP</b>	Complete	Aug-06
			Ask 3 parishes whether PO service is needed	Policy Unit <b>JP</b>	Complete	Aug-06
			Ascertain SDDC response to closure notices - detail to be added. Involve Citizens Panel, Parish Councils, Area Meetings, website and Members of the Public Day. Site visit to expanded service good practise PO	Policy Unit/P McEvoy? <b>JP</b>		Aug-06/ Oct-06
			Collate & report on consultation findings			Nov-06/ Dec-06
			Pensioner Card investigation possible suspension	Policy Unit <b>JP</b>	Complete	Sep-06

BVPI bottom quartile performance	Audit letter 2004/5	Community	Report on BVPI's; 183a & b, request housing to advise how they intend to meet target (advise H & CS chair of request)	Policy Unit <b>SK</b>	Complete	Jul-06
			Report on housing BVPI's	Housing	Complete	Aug-06
			Presentation on housing BVPI's	Housing	Complete	Sep-06
			Scrutiny 'field' check for final report.	Policy Unit <b>SK</b>	Complete	Oct-06
			Report and recommendations in consultation with H & CS Chair	Policy Unit <b>SK</b>	Complete	Nov-06
Housing R & M Service Performance Management	Audit letter 2004/5	Community	RL, SB and Policy Unit to scope work	Policy Unit <b>SK</b>	Complete	Jul-06
			Refer to list of 12 recommendations to improve service, (see BVPP pages 34-36) final version of BVPP issued to members. (advise H & CS chair of request)	Policy Unit <b>SK</b>	Complete	Jul-06
			Report from housing to advise how they intend to meet targets	Housing	Complete	Aug-06
			e-mail Policy Unit with questions for Housing	Policy Unit <b>SK</b>	Complete	Aug-06
			Scrutiny 'field' check for final report (consult TACT - questionnaire)	Policy Unit <b>JP</b> /Housing	Complete	Sep-06
			Consult Housing Service & H & CS Policy committee		Complete	Sep-06
			Report and recommendations in consultation with H&CS committee	Policy Unit <b>JP</b>	Complete	Sep-06
Waste Management Delivering better services	BVPP	Community	Report on service plans to achieve Proirity targets for BVPI's 82, 84 & 86 (10Aug2006) Meeting to discuss report (14Aug2006 @ 14.00hrs)	Policy Unit <b>SK</b> E & DS <b>PMc</b>	Complete	Aug-06
			2 Site visits to be arranged in late August, possibly 1 'beacon' status and 1 TQ on cost after above meeting.	Policy Unit <b>SK</b> E & DS <b>PMc</b>	Complete	Aug-06
			Scrutiny and Policy Unit to scope work	Policy Unit <b>SK</b>	Complete	Aug-06
Planning Applications Delivering better services	BVPP	Community	Report/Presentation on service plans to achieve Proirity targets for BVPI 109	Policy Unit <b>SK</b> Planning <b>GH</b>	Complete	Aug-06
			Scrutiny and Policy Unit to scope work	Policy Unit <b>SK</b>	Complete	Aug-06
			Consult Planning and produce report	Policy Unit <b>SK</b>	Complete	Sep-06

E-enablement Scrutinise our 'outward looking' agenda	<a href="http://www.e-democracy.gov.uk/voice">www.e-democracy.gov.uk/voice</a>	Community	Website User Review	Public/Customer Unit <b>SD</b> Policy Unit <b>MG</b>		Sep-06/ Oct-06
			Citizens' Panel report on internet use	Policy Unit <b>JP</b>	Complete	Jul-06
			Review by Scrutiny to include IT section & report	Policy Unit <b>MG</b>		Nov-06
			Investigate Voice Website	Policy Unit <b>MG</b>		Sep-06
			Awareness report & recommendations on scheme to Policy Committees.	Policy Unit <b>MG</b>		Sep-06
Corporate Plan 3 priorities	<a href="http://www.defra.gov.uk/environment/localenv/legislation/cnea/">www.defra.gov.uk/environment/localenv/legislation/cnea/</a>	Community	Clean Neighbourhoods and Environment Act position statement	Policy Unit <b>JP</b>	Complete	Aug-06
			Report on Clean Neighbourhoods and Environment Act response	E & DS Report <b>PMc</b>	Complete	Sep-06
			RL, SB and Policy Unit to scope work	Policy Unit <b>JP</b>		Sep-06
			Extract relevant parts of BV User Satisfaction Survey	Policy Unit <b>JP</b>		Oct 06/ Dec-06
			Neighbourhood Warden Questionnaire report	Citizens Panel		Sep-06
			Questionnaire with more specific queries to Citizens Panel	Policy Unit <b>JP</b>		Feb-07
			Questionnaire to Members	Policy Unit <b>JP</b>		Feb-07
			Questionnaire to Parish Councils	Policy Unit <b>JP</b>		Feb-07
			Report to E & DS in consultation with Policy Chair	Policy Unit <b>JP</b>		Mar-07
Street Scene Review	DCC	Community <b>SB</b>	Details to be added in consultation with Policy Chair (RL, SB and Policy Unit)	Policy Unit <b>SK</b>	Complete	Aug-06/ Sep-06
			Public survey report (see e-mail from IR)	CVS <b>PW for DCC</b>	Complete	Aug-06
			Consider one number to contact SDDC/DCC for problems 'CLARENCE'!	Customer First		
			Joint report from SDDC & DCC. Meeting to discuss with staff on 6th November 2006 Scrutiny meeting to discuss staff consultation report on 29th November 2006. Joint final report to E & DS & Scrutiny on 9th & 15th January 2007 respectively.	Policy Unit <b>JP</b> <b>CVS</b>		Nov-06/ Jan-07

Pamphlet		Overview	Design (see earlier edition) & cost for consideration at Overview, put on Web, circulate at Area meetings, Parish Councils, libraries, Sharpe's, Old Posts, CVS & SDDC.	Publicity Policy Unit <b>MG</b>	Complete	Jul-06/ Sep-06
Scrutiny webpages		Overview	Include Pamphlet, plus programme, sign-up to take part, Publicity Report (see below).	IT Policy Unit <b>MG/SD</b>	Complete	Jul-06/ Aug-06
Area Meeting Reports		Overview	Publicity Report - bi-annual	Publicity Policy Unit <b>MG</b>	Complete	Oct 06 and April 07
Training		Overview	Procure pro-active e-training package & arrange presentation for members & officers	Policy Unit <b>MG</b>		Aug-06/ Sep-06
Prepare Annual report		Overview	Agree report with Community and Corporate Scrutiny	Policy Unit <b>MG</b>		Mar -May 07