

One Council Overview & Scrutiny Committee Work Programme 2012/13
Chair Cllr Ashraf

Date of Meeting	Agenda Item	Requested information/evidence	Invited witnesses	Notes
12th June 2012	The waste and recycling transformation project	Report back on the implementation of the waste management project and successes. .	Chris Whyte & David Pietropaoli	Report was noted by the committee. Feedback requested about the collection of disused green boxes and engagement with landlords about tenants dumping rubbish. Template/guidance requested regarding the promotion of the free bulky waste collection service. Feedback will be circulated to all committee members.
	Services for young people project	Update to be provided on how the project is going.	Cathy Tyson	Update was noted by the committee.
	Working with families initiative	Presentation and update on the current status of the complex families project.	Phil Newby	Report was noted by the committee. Further update will be provided by the project manager at the next committee meeting in October.
	One Council Programme update	The committee will receive an update on the status of the programme and the individual projects within it.	Peter Stachniewski	Update report noted by the committee.

24th July 2012	Move to the Civic Centre	Committee would like an update on the move.	Caroline Raihan	Report was noted. Further information regarding the charging strategy requested.
	Housing Need Transformation Project	A progress update on the project work streams and how the impact of the project is being measured.	Perry Singh	Report was noted. Information on the speed at which homeless applicants are being assessed was requested.
	Performance & Finance review Q4	To provide members with performance information	Cathy Tyson	Report was noted. Members have raised concerns about the Waste & Recycling performance figures.
16th October 2012	Complaints Annual Report	Report will provide members with information on how the council has dealt with complaints during 2011/12 and the impact of the revised 2 stage complaints procedure.	Philip Mears	Report was noted. Members queried compensation figures and response rates. Feedback to be provided by Philip Mears in response to these queries before the next meeting.
	Working with families initiative	The committee will receive a further, more comprehensive update.	Robert Hardy	The presentation was well received. Members requested further information relating to the financial breakdown of the initiative and the Family Nurse Partnership in Brent. Robert Hardy will respond before the next meeting
	Performance & Finance review Q1	To provide members with performance information .	Phil Newby	Report was noted. Members requested for more benchmarking information and clarity on budget setting. Further information was

				requested on the number of successful SEN statements and queried whether adoption figures could be included on the report. Members have requested for a verbal update on all Red Rag status projects from the One Council Programme.
5th December 2012	One Council Programme update	The committee will receive an update on the status of the programme and the individual projects within it.	Peter Stachniewski	Report was noted.
	Future Customer Service Project	Update on the status of the project and what the main challenges have been.	Tony McConvile / Margaret Read	Report was noted and it was agreed that the parking project could be considered at a future meeting. The Chair also requested that improvements in percentage of telephone performance and in processes be included in future reports.
	Waste & Recycling Transformation Project	Members have requested for a further update on the waste contract.	Chris Whyte	Report was noted.
6th February 2013	Project Athena	Report to provide members with an update, highlighting the main developments since January.	Andrew Donald/Denis Turner	Report was noted and the chair requested that details of the costs of the new system be provided and for comparisons to be made with the costs of the five other London borough partners.

	Procurement Project	Members will receive a verbal update on the project following a request by committee.	Fiona Ledden	Update was noted and the chair requested that the committee be provided with a list of regular suppliers and what steps were being taken to reduce the number of these.
	Realignment of Corporate and Business Support	This has not been presented to committee and is currently in delivery. Project will be of interest to members in light of concerns raised around staffing at the last meeting.	Frank Dick/Joanna Swinton- Bland	Report was noted.
	Performance & Finance review Q2	To provide members with performance information Update will also include a verbal progress report on any One Council Projects at a Red status.	Phil Newby	This item was deferred to the next meeting.
21 March 2013	Managing the Public Realm	Project is currently in delivery and committee will be interested to receive an update on how Brent is now progressing with this following withdrawal from the other councils involved.	Jenny Isaac	
	Re procurement of Parking Enforcement	Committee will receive an update on the re-procurement of our parking enforcement and notice processing contracts, changes to permits, pricing and many other issues.	Michael Read/David Thrale	
	Performance & Finance review Q3	To provide members with performance information	Phil Newby	

Items to be timetabled for future meetings:	<p>SEN statements. A report on how many statements have been approved this year and what are the current approval procedures has been requested.</p> <p>Future Customer Service Project</p>	<p>It was agreed at the December meeting, that it would be more appropriate for this item to go to the Children & Young People O&S committee</p> <p>Members have requested for this to come back to committee in the future. Members have requested information on comparison figures on performance and processes for all services. Members would also like future reports to include figures for average time, duration of calls and waiting times for callers.</p>	Margaret Read	
	Libraries Transformation Project	Members would like an update to see how this is being developed.		