

Action to be carried out		Responsibility	Committee Date	Deadline	Comments/officer
PI 41	<u>CCS2 – Improved street and environmental cleanliness</u>	Committee and Scrutiny Officer	25 June 2014	1 September 2014	The Environmental Health and Licensing Section Head to present a report at Overview and Scrutiny's March meeting on fly-tipping and enforcement.
	Add to work programme for a report on this indicator. Raise issue of abandoned bags of rubbish with officers	Overview and Scrutiny Committee and Outsourced Services Scrutiny Panel	20 November 2014	26 March 2015 and 26 November 2014 respectively	For discussion at the relevant meetings.
PI 43	<u>CCS7 – HomeLet</u>	Committee and Scrutiny Officer / Housing Section Head	25 June 2014	1 September 2014	Officers will be meeting on 11 September to discuss the interim findings. An update will be provided once it is available.
	Scrutiny Committee to be provided with a copy of the results of the current survey. (For 2014/15 this indicator is CS4) The Portfolio Holder and Housing Officers to be invited to attend a future scrutiny committee to discuss the HomeLet scheme.		17 September 2014	26 March 2015	The Portfolio Holder and Housing officers will be attending the March meeting.

Action to be carried out		Responsibility	Committee Date	Deadline	Comments/officer
PI 45	<p><u>HR1 – Sickness absence</u></p> <p>1) Contact the Customer Services Section Head to discuss Members being able to shadow CSC officers.</p> <p>2) Presentation to a future meeting about 'a day in the life of a Customer Services Officer'.</p> <p>3) Housing Section to be asked to ensure a member of the team to be present in CSC during opening hours.</p> <p>4) Revenues and Benefits to be asked to provide an additional member of staff from the Benefits Team to the CSC.</p>	<p>Committee and Scrutiny Officer / Customer Service Section Head</p> <p>Committee and Scrutiny Officer</p> <p>Committee and Scrutiny Officer</p>	<p>25 June 2014</p> <p>20 November 2014</p> <p>20 November 2014</p>	<p>1 September 2014</p>	<p>This indicator is to be reported to Outsourced Services Scrutiny Panel.</p> <p>The Committee and Scrutiny Officer has contacted the Customer Services Section Head to discuss attending a future meeting. Further discussions to take place with the Chair of Overview and Scrutiny and then an item added to the work programme.</p> <p>Councillors Collett and Aron have visited the CSC and shadowed officers.</p> <p>The Committee and Scrutiny Officer has emailed the relevant Heads of Service to report on the Scrutiny Committee's views and seek their comments.</p>
PI 47	<p>Future reports to include a review of the Council's Corporate Plan.</p>	<p>Partnerships and Performance Section Head / Committee and Scrutiny Officer</p>	<p>17 September 2014</p>	<p>31 October 2014</p>	<p>The Chair Of Overview and Scrutiny, the Partnerships and Performance Section Head and the Committee and Scrutiny Officer have met to discuss the Corporate Plan. Several areas have been identified for possible future reviews. The Committee and Scrutiny Officer will review the suggestions and will add items to the work programme as appropriate.</p>

Action to be carried out	Responsibility	Committee Date	Deadline	Comments/officer	
Executive Decision Progress Report					
ED 6	Officers to be asked if they monitored the cumulative effect of agreed schemes on Watford.	Committee and Scrutiny Officer	17 September 2014	31 October 2014	The Managing Director and Head of Regeneration and Development have been contacted regarding this enquiry.
Work Programme					
WP 19	Work programme to be updated with two discussion topics agreed in the meeting.	Committee and Scrutiny Officer	25 June 2014	September 2014	To be updated following discussion with the Chair of Overview and Scrutiny.