



**REGENERATION, HOUSING, ENVIRONMENT AND
COMMUNITY SAFETY SCRUTINY AND
PERFORMANCE PANEL**

28 JULY 2004

REVIEW OF SCRUTINY ACTIVITY 2003/04

Portfolios: Cllr A Andrew – (Regeneration)
Cllr M Longhi - (Environment)
Cllr M G Pitt - (Housing and Community Safety)

Summary of report:

This report summarises the work of the five scrutiny and performance panels during the municipal year 2003/04.

Background papers:

Reports to scrutiny and performance panels, July, 2003, reports to cabinet and council - September, 2003.

Recommendations:

1. To note the summary of scrutiny activity for the municipal year 2003/2004 and that this will form part of the basis for the development of the council's scrutiny function.

Signed:

Executive Director: Carole Evans

Date: 21 July, 2004



COUNCIL

24 MAY 2004

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Recommendations

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Signed

Chairman of community and organisational development

Signed

Chairman of education, lifelong learning and culture

Signed

Chairman of health and social care

Signed

Chairman of regeneration, community safety and environment

Signed

Chairman of resources, performance management and best value

Date: 14 May 2004

REVIEW OF SCRUTINY ACTIVITY 2003/4 - APRIL 2004

1. Introduction

- 1.1 This report outlines a summary and review of the activity undertaken by scrutiny and performance panels during the municipal year 2003/4.

2. Fundamental review

- 2.1 On 19 June 2003 and the evening of 8 July 2003, sessions were held to which all chairmen and vice-chairmen of the then overview and scrutiny committees were invited. All EMT members were present. The aims and objectives were:

- To facilitate a practical general introduction to new colleagues and establish new ways of working together as an overview and scrutiny “team”;
- Enable a successful corporate approach to overview and scrutiny that complements and supports other council activity;
- To embed overview and scrutiny as a key part of a corporate performance management framework;
- To use the learning from our experience of overview and scrutiny so far, to modernise and improve our arrangements to align them with best practice;
- To establish a successful overview and scrutiny agenda that drives council improvement and performance and adds value to council and partner activities;
- To identify practical activities that demonstrate a modern way of working.

- 2.2 The sessions were approached on a workshop basis, with group activities that considered:

- **Introductions** - to new colleagues, objectives and new processes
- **Common ground** - agreeing how we will work together as an effective scrutiny team
- **Defining good scrutiny** - what does good scrutiny look like?
- **Scrutiny and performance** - considering how the scrutiny process could support and drive performance improvement
- **Scrutiny in action** - looking at how we conduct the business of scrutiny and considering different ways of working and including others in the process
- **Scrutiny and support** - identifying what support, assistance and inputs councillors need to make the process as effective, robust and successful as possible
- **Making changes** - other practical changes to the way in which scrutiny is approached

- 2.3 Following these sessions, a summary report was considered by each of the scrutiny committees in July 2003 enabling them to explore the issue further and make recommendations to cabinet. In parallel with this work, a review of the overview and scrutiny elements of the council’s constitution was undertaken and this, together with the views of the overview and scrutiny committees were reported to cabinet at its meeting on 3 September 2003.

- 2.4 The recommendations of cabinet on shaping overview and scrutiny 2003/4 onwards were considered and approved by council at its meeting on 15 September 2003.

3. Activity

- 3.1 **Table 1** summarises the meetings of the panels and sub-groups, **Appendix 1** shows more details.

PANEL	SCHEDULED	SPECIAL	CALL INS	SUB GROUPS	TOTAL
Community and organisational development	9	1	0	0	10
Education, lifelong learning and culture	9	1	0	5	15
Health and social care	9	2	1	25	37
Regeneration, community safety and environment	6	1	4	0	11
Resources, performance management and best value	9	0	0	11	20
TOTAL	42	5	5	41	93

- 3.2 The above table includes the informal meetings of each scrutiny panel held in June 2003 and the informal decision conference event held by the resources, performance management and best value scrutiny and performance panel on 1 December, 2003. It also includes any meetings of the scrutiny panels arranged during May 2004; although it has not been possible to undertake an analysis of the findings from the May 2004 meeting.

- 3.3 **Appendices 2 - 6(a)** inclusive summarise the detailed activities of each of the panels organised into themes. The key areas of work of each panel are summarised below.

4. Year end review

- 4.1 During the April 2004 cycle of panel meetings, each panel undertook an informal workshop to reviewing their activities. The objectives of the “workshop” were to:

- Enable the annual scrutiny report to council to be drafted.
- Consider how effective scrutiny has been in each panel
- Reflect on what the panel might do differently in future.
- Capture some information on what support the panel would like.
- Give first thoughts on what the panel might like to scrutinise next year.

- 4.2 Each workshop considered, for example, some of the following issues:

WORK DONE - LOOKING BACK

- What was the most effective piece of scrutiny work this year?
- What worked well?
- When were we at our best.
- Why was that?
- What was the most enjoyable piece of work we did this year? Was it effective as well as enjoyable?
- What was the least effective piece of scrutiny this year? Why was that?
- What would have made it better/what would we do differently next time?
- Did we scrutinise anything unnecessarily?
- What didn't we scrutinise, which with hindsight we should have done?
- Do you think we have scrutinised the right things this year? (why/why not)
- Do you think the remit of the panel fits together well, is logical and appropriate? If no - what changes would you like to see?

FOR THE FUTURE - LOOKING FORWARD

- Looking ahead, what themes do you think this panel should be looking at next year?
- Could we have made more use of sub groups, visits, working with partners?
- What about the information we've been receiving – is it helpful – reports, presentations, visitors, talks, tables, diagrams etc?
- Where would we like the meetings to be held?
- More support to scrutiny is planned for next year – what would we like and how will this help us?
- Any other comments.

4.3 In addition, an individual questionnaire will be sent out to each member of scrutiny and each member who had substituted on scrutiny. Their responses will help to formulate the further development of the scrutiny process in 2004/2005.

5 Community and Organisational Development

The panel highlighted the following three issues as their key areas of work over the last twelve months:

- Managing sickness absence
- Media protocols
- Putting the citizen first

Members felt that scrutiny of these issues had allowed the panel to work in a more pro-active manner in helping to develop the policies, particularly in relation to the media protocols, and managing sickness absence. The panel felt that allowing them to make an input at each stage of the development of the policies, and particularly in relation to putting the citizen first, having an input by trade unions representatives, promoted more constructive debates on the issues scrutinised.

6 Education, Lifelong Learning and Culture

The panel reviewed its work over the past year. It began by listing its meetings and the outcomes of each meeting. The panel considered that this had been a transitional year during which they had established a pattern and approach for effective scrutiny. The major achievements were:

- Establishing good working relationships with shared aims for the panel;
- Scrutinising the role of Education Walsall effectively and developing a good professional relationship with colleagues from Education Walsall.
- Positive input into the development of the highly important 14-19 strategy;
- Development of the inclusion approach and the suite of policies;
- Focus on the development of priorities for the Youth Service;
- Identifying the need for additional resources for KS1 and KS2, eventually leading to the extra £1 million in the budget;
- Joint work with social care panel on the corporate parenting responsibilities.

Learning Points

- Remit of panel far too wide. Impossible to do justice to the two directorate areas involved. Needs a review of panel responsibilities;
- Don't have as many papers and presentations.
- Need more time/opportunities for research and in-depth scrutiny. This would require different types of officer support.

The panel felt it had been a positive, successful experience. The approach developed would ensure effective scrutiny in the new municipal year. Panel members felt that the guidance they had had from officers had been good.

7. Health and Social Care

Establishments of Sub-Groups

The panel felt that, in general, the establishment of service specific groups allowed members to have a more in-depth understanding of the service provided. It also allowed more focussed scrutiny of single elements by the sub-groups specifically in relation to adult services best value review, learning disabilities inspection and children's service inspection, while allowing input from the public and council partners, specifically in relation to health scrutiny

Overview role of panel

Members felt that, by establishing sub-groups to undertake the more focussed scrutiny of the service provided under the remit of the panel, it allowed the panel to have more of an overview role in relation to the performance of the service and its partners. Members felt that it also allowed them to concentrate on the many consultation documents referred to them for consideration in respect of the panel's role in the scrutiny of the health service, ie: the black country review, patient choice and the Walsall NHS trust hospital's application for foundation trust status.

8. Regeneration, Community Safety and Environment

The panel will be reviewing its work over the past year at a meeting on 17 May 2004. During the year, the panel has considered a variety of issues, including:

Overview of Community Safety

The panel considered the partnership approach to dealing with anti-social behaviour and the use of Anti-Social Behaviour Orders. The panel also considered the effectiveness of Anti-Social Behaviour Orders and good practice in their use. The panel also considered the effectiveness of and future options for, CCTV.

Overview of Planning

The panel considered officer delegations, options for engaging local people in policy making and ways to link the best value process to the Scrutiny Work Programme. The panel also received information about the proposed best value review of Development Control.

Call-In

During the year, the Panel received four call-in requests relating to:

- Walsall Town Centre Transport Package
- Walsall Borough Strategic Partnership - draft framework for commissioning
- Recycling and Composting Plan
- Transfer of Supported Housing Workshop

The panel also considered the waste management strategy, the environment best value review and preparations for the CPA environment inspection.

9. Resources, Performance Management and Best Value

The panel, at its meeting in April 2004, reviewed its work over the past year. The following comments were made by members:

- The use of the traffic light system for financial and best value reporting was a good method for monitoring progress
- The panel this year did not make the mistake of taking on too many work areas
- The informal meeting on the 1 December 2003 for the decision conference event for the budget was excellent and very enjoyable. It was very constructive and illustrated the limitation of choices available. The list of priorities used as part of the decision conference event should be circulated to members prior to future events. Future conference events could be held over a couple of days and split into sections. It showed that members could work together. This should have been done earlier in the year and spread over 2 days or 3 nights so that as many members as possible could participate
- We need to visit excellent councils to see their systems if Walsall is to be an excellent council
- The agenda for the April meeting was too long, we need to concentrate on fewer items so scrutiny is effective
- The input and regular attendance of both portfolio holders at the panel meetings was very good. But the portfolio holders were not asked enough questions, there should be more robust but positive challenge
- Welcomed the comments of the other scrutiny panels on this year's budget process
- The panel is continuing to develop its scrutiny role and members are more involved in the process

- The work of the panel appeared to get off to a slow start hopefully this will not happen in the future
- There should be an increase of use of small, focused working groups
- A questionnaire should be sent to each member of the group for their completion and return based on the questions asked in the review of scrutiny activity 2003/04 briefing note
- Councillors who work during the day do have problems attending daytime training/meetings, this issue should be covered in the questionnaire
- The scrutiny of work of the panel was late to start, The panel could have a rolling programme of issues for scrutiny and invite people in to answer questions and provide information
- Mechanisms should be introduced to ensure that scrutiny work already undertaken can be continued in the new municipal year
- The work of the best value working group should continue
- Could consider establishment of site visit working group who are tasked to investigate and report back to the panel on relevant issues
- Need to make more recommendations to cabinet
- The scrutiny work of the panel should be continued or it will be wasted
- Meetings of chairmen of each scrutiny panel should be organised to co-ordinate work of scrutiny and to avoid duplication of effort
- Helpful if all panel members could attend scrutiny seminars – this supports the learning process
- Consider use of the select committee system so that the panel has the opportunity for in-depth scrutiny of issues, taking expert evidence over an agreed period, this would help to shape policy

Set out below are details of three key areas of work undertaken by the panel and its working groups.

Decision Conference Event

On 1 December, the panel held an informal decision conference on “shaping the 2004/5 budget”. The purpose of which was to provide members of scrutiny with an opportunity to consider the 2004/5 budget, particularly in relation to:

- The criteria to be used to determine inclusion of items in the budget
- The priorities for continued and new investment
- Investment choices
- Savings options
- Income generation options
- Council tax increases for the next three years
- The decision process in general
- Any other relevant comments

Feedback from panel members has shown that the decision conference was a successful process which could be used for other scrutiny topics in the future but that consideration should be given to members work commitments and the provision of appropriate information/material before such events.

Best Value Working Group

The best value working group was established to advise the panel on the best value review process. During its meetings, the group scrutinised the following:

- Best value review methodology
- Best value review programme for 2003/2004
- Council services subject to best value
- Best value programme matrix for 2003/2004
- Progress report on best value reviews conducted in 2003/2004
- Proposals regarding the best value programme
- New guidance from the Office of the Deputy Prime Minister on best value
- Assessment of costs and resources used in the best value review process
- Analysis of impact of vision on the best value review process

Best value reviews and best value review programme

The panel, at its meeting on 4 March 2004 made recommendations to cabinet in respect of changes to the best value review process and reporting arrangements and format and the management of the review programme itself. Cabinet, at its meeting on 24 March 2004 endorsed the recommendations with one addition that reports also include an assessment of the service's prospects for improvement.

Benefits service working group

The benefits service working group was established to advise the panel on benefit arrangements in Walsall and investigate opportunities to develop best practice arrangements used by other comparable metropolitan authorities. During its meetings, the group have scrutinised the following:

- Details of the benefits information pack, with particular reference to the clarity of the material provided and its appropriateness and ease of completion of the application form
- Overall access to the council's benefit service by customers, including information on physical and telephone access to offices and officer availability to provide advice and information
- The comprehensive performance assessment report on the council's benefit service
- An extract from the DWP document, performance standards for housing and council tax benefit administration
- The development of a customer survey questionnaire so that it can be used as a mechanism to develop performance indicators used to help measure the benefits service

The work of the group is ongoing and it is planned that it will scrutinise the verification framework home visit arrangements used by beacon status councils and consider both the existing and model housing benefit and council tax benefit claim forms.

10 Next steps

- 10.1 It is clear that scrutiny has developed further since the previous municipal year. However, further development is required. This is included in the council's CPA report, which is yet to be published. A key strand within the CPA action plan includes a further refresh of scrutiny, and the Head of Performance Management is currently working on a range of initiatives to give further improvement.

SUMMARY OVERVIEW OF SCRUTINY ACTIVITY 2003/4 MUNICIPAL YEAR

DETAILS	NOTE NUMBER	COMMUNITY & ORGANISATIONAL DEVELOPMENT	RESOURCES, PERFORMANCE MANAGEMENT & BEST VALUE	REGENERATION, COMMUNITY SAFETY & ENVIRONMENT	EDUCATION, LIFELONG LEARNING & CULTURE	HEALTH & SOCIAL CARE
MEMBERSHIP & MEETINGS						
Chair		K. Phillips	Anson	M. Bird	Douglas-Maul	Woodruff
Vice Chair		Towe	Turner	Cook	Worley	Oliver
Number of Members	1	10	10	10	17	10
Number of Meetings	2	7	7	10	8	11
Meetings x Members		70	70	100	136	110
Apologies/Substitutions	3	12	14	22	16	22
Attendance rate	4	82.86%	80.00%	78.00%	88.24%	80.00%
Number of meetings of sub groups.		0	11	0	0	25
AGENDAS						
Number of agenda items	5	31	41	37	28	30
Average agenda items per meeting		4.43	5.86	3.7	3.5	2.73
Number of call in meetings		0	0	4		1
Subjects of call ins:			n/a	Town Centre Transport Package	0	
1				Framework for Commissioning		Fairer charging
2				Recycling & Composting Plan		
3				Supported Housing Workshop		
Outcome of call ins:			n/a	Supported decision of Cabinet		
1				Supported decision of Cabinet		Endorse cabinet decision
2				Supported decision of Cabinet		
3				Supported decision of Cabinet		
Number of sub groups		0	2	0		5
Titles of sub groups		n/a		n/a		Health Scrutiny Panel
1			Benefits Service			Adult services
2			Best Value			Learning disabilities
3						Looked after children (with Ed.)
RECOMMENDATIONS						
Recommendations to cabinet		3	2	0	1	
Nature of recommendations		1. Media protocols referred for further consideration	Format for reporting outcome of Best Value Reviews and		1. Installation of fire sprinklers in schools and council Building	1. Fairer charging
		2. Putting the Citizen First: Recommendation re: options for shortlisting of companies	Best Value Review Programme		2. Identified need for £1 million investment in primary schools	2. Budget
		3. Strategic Procurement Service Plan				
Outcome from cabinet		1. Media protocols revised and approved	Cabinet supported the recommendations with the addition that reports include an assessment of the services prospects for improvement.	n/a	2. Cabinet supported the recommendation for the additional £1 million investment	1. Endorse cabinet rec. 2. Comments submitted to cabinet
		2. Three companies shortlisted				
		3. To be referred to next Cabinet				
Number of site visits	6	4	0	0	0	1
Number of meetings at which partners and other stakeholders	7	0	0	0	0	Health scrutiny panel - 9 Mental health service - 3
No of meetings at which members of the public participated.		1	0	3	0	2
Number of members of the panel attending relevant training on at		0	1	0	0	0

NOTES

1. Substantive members including chairs and vice chairs
2. Number of meetings including specials and calls ins but not meetings of sub groups
3. Total number of apologies and/or substitutions of substantive members (nb an apology and substitution in relation to the same member at the same meeting counts as 1)
4. Attendance rate for substantive members of the panel
5. Agenda items excluding apologies, substitutions, party whips, minutes and the work programme update.
6. Visits away from the council house
7. Active participation (ie:: speaking) of partners, stakeholders
8. Active participation (ie:: speaking) of residents, service users, members of the WMBC public)

DATE OF COMMITTEE	Community and Organisational Development Scrutiny and Performance Panel	Themes							
		Issue referred by executive	Budget consultations	Equalities Issues	Performance Management and Best Value Improvement Plans	Work planning and monitoring	Executive Decisions Called in	Strategy & Policy Review	
12.06.03	1. Periodic Electoral Review								
21.07.03	1. Shaping Overview & Scrutiny 2003/4 onwards								
	2. Review of Work Programme								
	3. Establishment of sub-groups								
	4. Strategic Race Equality Partnership								
	5. Communications Protocol								
	6. Overview and Scrutiny call-in procedure								
22.09.03	1. Media Protocols								
	2. Diversity, Equal Opportunities and Equality Standards								
	3. Mori Staff Survey								
	4. Work programme for 2003/2004								
03.11.03	1. Managing Sickness Absence								
	2. Equalities								
15.12.03	1. Managing Sickness Absence: Adult Services								
	2. Managing Sickness Absence: Employee Assistance Services								
	3. Customer Service and the One-Stop-Shop								
	4. DDA Audit of Council Buildings								
	5. Race Equalities Organisations								
	6. Petition re: Skate park at Leighs Wood								
26.01.04	1. Putting the Citizen First								
	2. Draft Budget Consultations:								
	a. Draft Corporate Budget 2004/05								
	b. Community & Organisation Development Draft Budget 2004/5 - 2008/9								
	c. Draft Capital Programme 2004/5 - 2007/8								
	3. Provision for Deaf People in Council House meeting rooms								
	4. Review of Strategic Procurement and Commissioning								
	5. Petition re: Skate park at Leighs Wood								
15.03.04	1. Putting the Citizen First								
	2. Beacon Index Corrective Action Plans								
	3. Managing Sickness Absence								
29.04.04	1. Putting the Citizen First								
	2. Best Value Review of Strategic Procurement								
	3. Employee Assistance Programme								
	4. Sickness Absence Workshop								
	5. Review of the work of the Scrutiny Panel								
18.05.04	1. Sickness Absence								
	2. Private Session: Putting the Citizen First								

DATE OF COMMITTEE	Resources, Performance Management and Best Value Scrutiny and Performance Panel	THEME							
		Budget setting	Budget monitoring	Financial Management	Performance Management	Work planning and monitoring	Working Group - Welfare Benefits	Working Group - Best Value	Strategy & Policy Review
24.06.03	Informal meeting to explore:								
	1. the remit of the committee								
	2. the purpose of scrutiny								
	3. the work of services within the remit								
	4. a proposed annual work programme								
31.07.03	1. Shaping Overview & Scrutiny 2003/4 onwards								
	2. Resources Overview and Scrutiny work programme for municipal year 2002/3								
	3. Overview and Scrutiny "call-in" procedure								
	4. Corporate outturn 2002/3 and financial performance 2003/4								
	5. Capital strategy 2003-08.								
18.09.03	1. Council employees - cost of early retirements.								
	2. Financial performance 2003/4.								
	3. Scrutiny programme 2003/4.								
30.10.03	1. First quarter performance report 2003/4								
	2. Financial performance 2003/4								
	3. Housing benefit working group - interim report of meeting on 30.09.03								
	4. Scrutiny programme 2003/4 & forward plan.								
01.12.03	Decision conference day:								
	Shaping the 2004/5 budget								
11.12.03	1. Medium term financial strategy outlook 2004/5 - 2008/9 - report from cabinet 26.11.03.								
	2. Provisional revenue settlement 2004/5 - report from cabinet 26.11.03.								
	3. Summary of outcomes from 01.12.03 decision conference.								
	4. Planned public budget consultation.								
	5. Benefits service working group - second interim report of meeting 24.11.03.								
	6. Best value working group - report of meeting held on 25.11.03.								
	7. Scrutiny programme 2003/4.								
22.01.04	1. Beacon index performance indicators at risk in six month performance report 2003/4								
	2. Setting the 2004/5-2008/9 budget:								
	a) Draft corporate budget 2004/5 - 2008/9								
	b) Draft capital programme 2004/5 - 2007/8								
	c) Framework for the prudential code - reports from cabinet on 13.01.04								
	d) The draft budget 2004/5 - 2008/9 for financial legal and performance directorate								
	3. Financial performance 2003/4 - report from cabinet 17.12.03.								
04.03.04	1. Beacon Index PIs at risk in the 9 months performance report for 2003/4								
	2. Setting the 2004/5 - 2008/9 budget:								
	a) results of public consultation on the budget								
	b) feedback from scrutiny and performance panels on the draft corporate budget and capital								
	c) draft capital programme 2004/5 - 2006/7								
	d) draft corporate budget 2004/5 - 2008/9								
	3. Benefits service working group - report of meeting held on 20.01.04								
	4. Best value working group - report of meetings held on 29.01.04 & 19.02.04								
	5. Scrutiny programme 2003/4								
22.04.04	Review of the year's scrutiny activity								
	Performance indicators PAFC26,BV56 CPA PAF D38,BV2,BV11b and BV12								
	Beacon index corrective action plans[report of cabinet from 24/3/2004]								
	Exploration of methods of annual budget consultation								
	Benefits service working group report of meetings held on 9/3/2004 and 7/4/2004								
	Best value working group report of meeting held on 16/4/2004 and decisions of cabinet on 23/3/04								

DATE OF COMMITTEE	Regeneration, Community Safety and Environment Scrutiny and Performance Panel	Themes						
		Issue referred by executive	Budget consultations	Service and Financial Planning Contribution	Performance Management and Best Value Improvement Plans	Work planning and monitoring	Executive Decisions Called in	Strategy & Policy Review
25.06.03	1. Walsall Town centre Transport Package: Statutory Procedures							
21.07.03	1. Overview and Scrutiny Call-in Procedure							
	2. Shaping Overview and Scrutiny 2003/4 onwards							
	3. Feedback from Informaton Meeting held on 12th June 2003							
	4. Work Programme							
30.07.03	1. Walsall Borough Strategic Partnership - Draft Framework for Commisisoning							
10.09.03	1. Update on Environment Improvement Plan							
	2. Overview of Community Safety: Anti Social Behaviour and CCTV							
	3. Overview of Planning: Officer Delegations and involment of local people in policy making							
	4. Scrutiny Programme							
	5. Venues for future meetings							
19.09.03	1. Recycling and Composting Plan							
21.10.03	1. Feedback from Best Value Review Process:							
	a. Waste Management Strategy							
	b. Best Value Review of Community Safety: Progress Report							
	c. Proposed Best Service Review for Development Control							
02.12.03	Meeting cancelled							
20.01.04	1. Feedback from Best Value Review Process:							
	a. Best Value Review of Community Safety							
	b. Best Value Review of Planning							
	2. Strategic Choises Service and Financial Planning Framework							
	3. Evaluation of Working Methods							
	4. Petition: Condition of Road Surface in Lister Road							
	5. Private Sesson: Street Lighting PFI							
28.01.04	1. Draft Budget:							
	a. Draft Corporate Budget 2004/5 - 2008/9							
	b. Draft Capital Programme 2004/5 - 2007/8							
	c. Regeneration, Community Safety & Environment Draft Budget 2004/5 - 2008/9							
02.03.04	1. CPA Preparation for Environment Inspection							
	2. CPA Housing Inspection Feedback							
	3. Environment Best Value Review Improvement Plan							
	4. Beacon Index Corrective Action Plan							
	5. Review of Work Programme							
	6. Recycling and Composting Plan (Phase 3) - Dry recyclable Waste							
20.04.04	1. Private Session: Proposed Transfer of Supported Housing Workshop to Links to Work							
17.05.04	1. Review of work of Regeneration, Community Safety & Environment S&PP June 2003 - April 2004							
	2. Performance Indicators							
	3. Feedback from Best Value Review Process:							
	a. Community Safety Best Value Review Update							
	4. Petitions referred from Council 1st March 2004:							
	a. Repositioning of Street Lighting in Cardigan Drive							
	b. Selby Way, Mossley Estate - Condition of Highway							

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