

<b>REPORT TO:</b>	<b>Cabinet 22 JUNE 2015</b>
<b>AGENDA ITEM NO:</b>	<b>12</b>
<b>SUBJECT:</b>	<b>STAGE 1: RECOMMENDATIONS ARISING FROM: CHILDREN AND YOUNG PEOPLE SCRUTINY SUB-COMMITTEE MEETING ON 17 MARCH 2015 STREETS AND ENVIRONMENT SCRUTINY SUB-COMMITTEE MEETING ON 24 MARCH 2015 SCRUTINY AND STRATEGIC OVERVIEW COMMITTEE MEETING ON 14 APRIL 2015</b>
<b>LEAD OFFICER:</b>	<b>Borough Solicitor and Monitoring Officer, Director of Legal &amp; Democratic Services</b>
<b>LEAD MEMBER:</b>	<b>Councillor Sean Fitzsimons Chair, Scrutiny and Strategic Overview Committee</b>
<b>WARDS:</b>	<b>All</b>
<b>CORPORATE PRIORITY/POLICY CONTEXT:</b>	<b>The constitutional requirement that Cabinet receives recommendations from scrutiny committees and to respond to the recommendations within two months of the receipt of the recommendations.</b>

The Leader of the Council has delegated to the Cabinet the power to make the decisions set out in the recommendations contained within this report:

## **1. RECOMMENDATIONS**

Cabinet is asked to:

- 1.1 Receive the recommendations arising from the meetings of the Children and Young People Scrutiny Sub-Committee on 17 March 2015, the Streets and Environment Scrutiny Sub-Committee on 24 March 2015 and the Scrutiny and Strategic Overview Committee on 14 April 2015 and to provide a substantive response within two months (ie. Cabinet meeting on 13 July)
- 1.2 Agree that in the event that responses are not reported to the Cabinet meeting on 13 July, the responses be deferred until the Cabinet meeting on 21 September 2015 and the Scrutiny and Overview Committee and relevant Sub-Committees be advised accordingly.

## **2. EXECUTIVE SUMMARY**

- 2.1 On 17 March 2015, the Children and Young People Scrutiny Sub-Committee received a mini review on 'How can we develop a high quality education to employment brokerage and support service for young people in Croydon?' which was carried out by Councillor Jamie Audsley. At that meeting the Sub-Committee made the recommendations contained in Section 3 of this report.
- 2.2 At the Streets and Environment Scrutiny Sub-Committee meeting on 24 March 2015, Members considered items relating to Flooding and Sustainability and made recommendations to Cabinet which are outlined in Section 4 of this report.
- 2.3 The Scrutiny and Strategic Overview Committee on 14 April 2015 received a mini review on 'Royal Mail Delivery Services in Croydon' which was carried out by Councillor Sean Fitzsimons. At that meeting the Sub-Committee made the recommendations relating to the mini review and these are contained in Section 5 of this report.
- 2.4 The constitution provides for the recommendations of a scrutiny committee or sub-committee to be presented to the next convenient ordinary Cabinet meeting (i.e. not Council tax cabinet meeting) and for Cabinet to receive the recommendations.

In this report Cabinet is being asked to receive the recommendations.

The constitution requires that an interim or full response is provided within 2 months of this Cabinet meeting.

## **3. CHILDREN AND YOUNG PEOPLE SCRUTINY SUB-COMMITTEE RECOMMENDATIONS**

### **3.1 Local Action Mini Review: Education to employment brokerage and support service for young people in Croydon (Minute number A16/15)**

The Children and Young People Scrutiny Sub-Committee at its meeting on 17 March 2015 resolved to recommend to Cabinet that the council should:

#### Supporting schools and colleges

1. Explore potential service models that would also enable the proposed Jobs Brokerage Service to meet the key service features schools, colleges and youth providers also desire
2. Continue to work with the First Step Croydon campaign in 2015-2016 to further improve provision of high quality work experiences in growth sectors such as: health; science and technology; construction

3. Develop a campaign with young leaders and educators to raise aspirations and standards in preparing our young people for work. To include: unifying and spreading existing elements of good practice across the town - work readiness commitment; skills passport (Capital South); work experience celebration event (Capital South); resources for workshops and employability trainings that can be used by all.

#### Supporting students and young people

4. As part of this work, develop a clear and transparent approach to fairly allocating opportunities generated across the town
5. Work with young people to explore the development of the following service features as part of the employability support to be provided through the new job brokerage service:
  - An open and accessible directory of work experience opportunities
  - A structured online preparation programme for young people undertaking work experience enabling them to be properly prepared and benefit from work experience where they are having to self-organise and take responsibility for their preparation
  - The integration of employability workshops; mock interviews; careers talks; support in reflecting and evaluating their placement to support the right career choice
  - The opportunity to create a commercially viable product through project work
  - Volunteering as a complementary or alternative experience to work experience
6. Ensure young people are at the heart of creating the “Croydon Work-readiness Commitment” so they understand and are able to hold themselves, their schools and colleges, employers and Council to account in its delivery. Make this recommendation real by:
  - Creating a logo/ First Step Croydon “quality mark” that employers would have on their websites to indicate their involvement and link through to explain how to apply for opportunities, when they would occur etc.
  - Education organisations could have a corresponding mark communicating their support for employers and contact details for their employability co-ordinator.
  - Providing recognition (skills passport).
  - Celebration for the work they undertake in becoming work ready (celebration event)
7. Each secondary school and College in Croydon should have at least one designated work experience co-ordinator and the application process for work experience should be carried out by young people themselves

## Supporting employers

8. Explore potential service models that would also enable the proposed Jobs Brokerage Service to work with employers to offer education opportunities across the town at the same time
9. Organise a series of business round table events to discuss the proposed EEBSS and identify further key features employers require any pros and cons from their perspective
10. Support schools, colleges and employers to understand each other's needs to enable effective co-working e.g. in the case of Croydon College, each business which has links with the establishment is given a named "account manager" with whom all communications take place
11. Consider how business rates and other incentives could be used to further encourage employers to contribute educational opportunities to achieve implementation of the "Croydon Work-readiness Commitment" to include:
  - Business rate relief for SME's
  - Subsidised membership of key trading associations and/or BID's
  - First Step Croydon newsletter as part of the council backed employability campaign providing exposure and communication of businesses' work
  - Shared provision of opportunities e.g. large employers and SMEs in their supply chains sharing resources, support, organisation etc. to make provision more achievable
12. Explore possibility of using Croydon's Contact centre to improve effectiveness of education-to-employer relationships
13. Ensure the Council will be an 'exemplar employer' in the provision of employability opportunities and will promote best practice to Croydon employers. To support the spread of best practice the Council should adopt the logo/ First Step Croydon "quality mark" that employers would have on their websites to indicate their involvement in the "Croydon Work-Readiness Commitment"

## **4. STREETS AND ENVIRONMENT SCRUTINY SUB-COMMITTEE RECOMMENDATIONS**

The Streets and Environment Scrutiny Sub-Committee at its meeting on 24 March 2015 resolved to make the following recommendations to Cabinet:

### **4.1 Flooding (Minute number A14/15)**

1. Welcome the statement of intent from the government that all new major planning application must include a SuDS (Sustainable Draining Systems) element from April 2015 and to ask Cabinet to ensure that Croydon strengthens its planning policy and creates standing advice for developers on what is expected in relation to SuDS in the borough.

## **4.2 Sustainability (Minute number A15/15)**

1. Recommend that Cabinet considers whether the council should become a leading advocate for sustainability in the borough and the potential economic and environmental benefits of sustainability.
2. Recommend that Cabinet considers producing a response report and action plan relating to implementation of a sustainability strategy over the next 2-3 years.

## **5. SCRUTINY AND STRATEGIC OVERVIEW COMMITTEE**

### **5.1 Local Action Mini Review: Royal Mail Delivery Services in Croydon (Minute number A31/15)**

The Scrutiny and Strategic Overview Committee at its meeting on 14 April 2015 resolved to make recommendations to the Royal Mail and to Cabinet. The recommendations to Cabinet were for:

1. Cabinet to negotiate leasing the entirety of Factory Lane Car Park to Royal Mail
2. Cabinet to amend the parking bay restrictions on Factory Lane to enable a 15 minute relief period prior to charges applying
3. Cabinet to state its support for a Town Centre Collection Office and work with Royal Mail to identify and deliver it
4. Cabinet to consider how the planning process and its economic development team could help deliver a Town Centre Collection Office
5. Cabinet to welcome Royal Mail's commitment to trialing new ways of meeting customer demands, such as extended opening hours and Sunday working, and to commit to working with Royal Mail on new initiatives
6. Cabinet to collaborate with Royal Mail on the Central Parade improvements at New Addington and look towards furnishing the Post Office with capacity to become a collection point for missed deliveries.

### **5.2 The Transparency Agenda (Minute number A32/15)**

The Scrutiny and Strategic Overview Committee at its meeting on 14 April 2015 resolved to recommend to Cabinet that:

1. Further and continuing transfer of council reports into the public domain (Part A) is encouraged.
2. The wording for Part B (confidential or exempt matters) is revisited in order to provide a 'plain English' definition

3. Ward Members are properly notified about Key Decisions that affect their ward.
4. The following information is recorded and made publically available: Members attendance at council meetings, details of written questions asked at Full Council meetings and petitions recorded under their name at Full Council.
5. Every Member is provided with their own page on the Croydon website.

### **5.3 Data and Freedom of Information (Minute number A33/15)**

The Scrutiny and Strategic Overview Committee at its meeting on 14 April 2015 made a number of recommendations. With regard to recommendations to Cabinet the Committee resolved:

1. To ask Cabinet to note that a significant amount of work on the Croydon website is required.
2. To ask Cabinet to consider the development of an action plan to deliver the proposed next steps stated within the final two slides of the presentation made at the meeting. Namely:
  - a) Develop single repository and simple customer journey for data to be provided and found/searched appropriately
  - b) Provision of data in cases where same FOI requests are received regularly (NNDR)
  - c) Detail timeline for provision of FOI, member reports and member questions and answers, tenders and financial spend data in non pdf format
  - d) Develop options appraisals with costs for priority work-streams for new data provision (including potential for pilot of env info from within MyAccount/ mobile app)
  - e) Develop proposal with costs and timeline for running a hack day – engaging local developers to shape event and determine how to make most successful
  - f) Develop a set of data principles to determine data requirements and how these will be managed – ensuring all future technology implementations are considered to meet this and specifically ensuring part of Data Analytics approach/project
  - g) Talk to other councils, e.g. Leeds (with Leeds Data Mill) to learn what worked (and didn't) for them
  - h) Officers to work with members to confirm level and type of information provided about their roles and duties

### **6. FINANCIAL AND RISK ASSESSMENT CONSIDERATIONS**

Not relevant for the purposes of this report.

### **7. COMMENTS OF THE BOROUGH SOLICITOR AND MONITORING OFFICER**

The recommendations are in accordance with the constitution. This requires that the Scrutiny report is received and registered at this Cabinet Meeting and that a substantive response is provided within 2 months.

### **8. HUMAN RESOURCES IMPACT**

Not relevant for the purposes of this report.

## **9. EQUALITIES IMPACT**

Not relevant for the purposes of this report.

## **10. ENVIRONMENTAL IMPACT**

Not relevant for the purposes of this report.

## **11. CRIME AND DISORDER REDUCTION IMPACT**

Not relevant for the purposes of this report.

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### **CONTACT OFFICER:**

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### **BACKGROUND DOCUMENTS:**

**Background document 1:** The 17.03.15 report to the Children and Young People Scrutiny Sub-Committee: Findings and recommendations of the mini-review conducted by Cllr Jamie Audsley -

<http://im.croydon.net/services/dss/Meetings/Forms/ItemView.aspx?FilterField1=ID&FilterValue1=7720>

**Background document 2:** The 24.03.15 report to the Streets and Environment Scrutiny Sub-Committee: Flood Risk Update -

<http://egeprapwv01lc.lbcbau.croydon.net/akscroydon/users/demserv/admin/kab14.pl?operation=SUBMIT&meet=5&cmte=SES&grpId=demserv&arc=1>

**Background document 3:** The 24.03.15 report to the Streets and Environment Scrutiny Sub-Committee: Sustainability –

<http://egeprapwv01lc.lbcbau.croydon.net/akscroydon/users/demserv/admin/kab14.pl?operation=SUBMIT&meet=5&cmte=SES&grpId=demserv&arc=1>

**Background document 4:** The 14.04.15 report to the Scrutiny and Strategic Overview Committee: Findings and recommendations of the mini-review conducted by Councillor

Sean Fitzsimons -

<http://egeprapwv01lc.lcbau.croydon.net/akscroydon/users/demserv/admin/kab14.pl?operation=SUBMIT&meet=24&cmte=SSO&grpId=demserv&arc=1>

**Background document 5:** The 14.04.15 report to the Scrutiny and Strategic Overview Committee: The Transparency Agenda –

<http://egeprapwv01lc.lcbau.croydon.net/akscroydon/users/demserv/admin/kab14.pl?operation=SUBMIT&meet=24&cmte=SSO&grpId=demserv&arc=1>

**Background document 6:** The 14.04.15 report and presentation to the Scrutiny and Strategic Overview Committee: Data and Freedom of Information -

<http://egeprapwv01lc.lcbau.croydon.net/akscroydon/users/demserv/admin/kab14.pl?operation=SUBMIT&meet=24&cmte=SSO&grpId=demserv&arc=1>

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<p><b>The Children and Young People Scrutiny Sub-Committee at its meeting on 17 March 2015 resolved</b> (Minute number A16/15 Local Action Mini Review: Education to employment brokerage and support service for young people in Croydon) to recommend to Cabinet that the council should:</p>						
<p>1. Explore potential service models that would also enable the proposed Jobs Brokerage Service to meet the key service features schools, colleges and youth providers also desire</p>						Children & Young People Scrutiny Sub-Committee  22 September 2015
<p>2. Continue to work with the First Step Croydon campaign in 2015-2016 to</p>						Children & Young People Scrutiny



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further improve provision of high quality work experiences in growth sectors such as: health; science and technology; construction						Sub-Committee  22 September 2015
3. Develop a campaign with young leaders and educators to raise aspirations and standards in preparing our young people for work. To include: unifying and spreading existing elements of good practice across the town - work readiness commitment; skills passport (Capital South); work experience celebration event (Capital South); resources for workshops and employability trainings that can be used by all						Children & Young People Scrutiny Sub-Committee  22 September 2015
4. As part of this work, develop a clear and transparent approach to fairly allocating opportunities generated across the town						Children & Young People Scrutiny Sub-Committee  22 September 2015
5. Work with young people to explore the development of the following service features						Children & Young People Scrutiny

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<p>as part of the employability support to be provided through the new job brokerage service:</p> <ul style="list-style-type: none"> <li>a) An open and accessible directory of work experience opportunities</li> <li>b) A structured online preparation programme for young people undertaking work experience enabling them to be properly prepared and benefit from work experience where they are having to self-organise and take responsibility for their preparation</li> <li>c) The integration of employability workshops; mock interviews; careers talks; support in reflecting and evaluating their placement to support the right career choice</li> <li>d) The opportunity to create a commercially viable product through project work</li> <li>e) Volunteering as a complementary or alternative</li> </ul>						<p>Sub-Committee</p> <p>22 September 2015</p>

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experience to work experience						
<p>6. Ensure young people are at the heart of creating the “Croydon Work-readiness Commitment” so they understand and are able to hold themselves, their schools and colleges, employers and Council to account in its delivery. Make this recommendation real by:</p> <p>a) Creating a logo/ First Step Croydon “quality mark” that employers would have on their websites to indicate their involvement and link through to explain how to apply for opportunities, when they would occur etc. Education organisations could have a corresponding mark communicating their support for employers and contact details for their employability co-ordinator.</p> <p>b) Providing recognition (skills passport).</p>						<p>Children &amp; Young People Scrutiny Sub-Committee</p> <p>22 September 2015</p>

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c) Celebration for the work they undertake in becoming work ready (celebration event)						
7. Each secondary school and College in Croydon should have at least one designated work experience co-ordinator and the application process for work experience should be carried out by young people themselves						Children & Young People Scrutiny Sub-Committee 22 September 2015
8. Explore potential service models that would also enable the proposed Jobs Brokerage Service to work with employers to offer education opportunities across the town at the same time						Children & Young People Scrutiny Sub-Committee 22 September 2015
9. Organise a series of business round table events to discuss the proposed EEBSS and identify further key features employers require any pros and cons from their perspective						Children & Young People Scrutiny Sub-Committee 22 September 2015
10. Support schools, colleges and employers to						Children & Young

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<p>understand each other's needs to enable effective co-working e.g. in the case of Croydon College, each business which has links with the establishment is given a named "account manager" with whom all communications take place</p>						<p>People Scrutiny Sub-Committee</p> <p>22 September 2015</p>
<p>11. Consider how business rates and other incentives could be used to further encourage employers to contribute educational opportunities to achieve implementation of the "Croydon Work-readiness Commitment" to include:</p> <ul style="list-style-type: none"> <li>a) Business rate relief for SME's</li> <li>b) Subsidised membership of key trading associations and/or BID's</li> <li>c) First Step Croydon newsletter as part of the council backed employability campaign providing exposure and communication of businesses' work</li> </ul>						<p>Children &amp; Young People Scrutiny Sub-Committee</p> <p>22 September 2015</p>

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d) Shared provision of opportunities e.g. large employers and SMEs in their supply chains sharing resources, support, organisation etc. to make provision more achievable						
12. Explore possibility of using Croydon's Contact centre to improve effectiveness of education-to-employer relationships						Children & Young People Scrutiny Sub-Committee  22 September 2015
13. Ensure the Council will be an 'exemplar employer' in the provision of employability opportunities and will promote best practice to Croydon employers. To support the spread of best practice the Council should adopt the logo/ First Step Croydon "quality mark" that employers would have on their websites to indicate their involvement in the "Croydon Work-Readiness Commitment"						Children & Young People Scrutiny Sub-Committee  22 September 2015
<b>The Streets and Environment Scrutiny Sub-</b>						

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<p><b>Committee at its meeting on 24 March 2015 resolved (Minute number A14/15 – Flooding update) to:</b></p>						
<p>1. Welcome the statement of intent from the government that all new major planning application must include a SuDS (Sustainable Draining Systems) element from April 2015 and to ask Cabinet to ensure that Croydon strengthens its planning policy and creates standing advice for developers on what is expected in relation to SuDS in the borough</p>						<p>Streets &amp; Environment t Scrutiny Sub- Committee</p> <p>29 September 2015</p>
<p><b>The Streets and Environment Scrutiny Sub-Committee at its meeting on 24 March 2015 resolved (Minute number A15/15 - Sustainability) to:</b></p>						
<p>1. Recommend that Cabinet considers whether the council should become a leading advocate for sustainability in the borough and the potential economic and</p>						<p>Streets &amp; Environment t Scrutiny Sub- Committee</p> <p>29 September 2015</p>

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environmental benefits of sustainability.						
2. Recommend that Cabinet considers producing a response report and action plan relating to implementation of a sustainability strategy over the next 2-3 years.						Streets & Environment Scrutiny Sub-Committee  29 September 2015
<b>The Scrutiny and Strategic Overview Committee at its meeting on 14 April 2015 resolved to make recommendations to the Royal Mail and to Cabinet.</b>						
The recommendations to Cabinet (Minute number A31/15 - Local Action Mini Review: Royal Mail Delivery Services in Croydon) were for: 1. Cabinet to negotiate leasing the entirety of Factory Lane Car Park to Royal Mail						Scrutiny and Overview Committee  3 November 2015
2. Cabinet to amend the parking bay restrictions on Factory Lane to enable a 15 minute relief period prior to charges applying						Scrutiny and Overview Committee  3 November 2015



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3. Cabinet to state its support for a Town Centre Collection Office and work with Royal Mail to identify and deliver it						Scrutiny and Overview Committee 3 November 2015
4. Cabinet to consider how the planning process and its economic development team could help deliver a Town Centre Collection Office						Scrutiny and Overview Committee 3 November 2015
5. Cabinet to welcome Royal Mail's commitment to trialing new ways of meeting customer demands, such as extended opening hours and Sunday working, and to commit to working with Royal Mail on new initiatives						Scrutiny and Overview Committee 3 November 2015
6. Cabinet to collaborate with Royal Mail on the Central Parade improvements at New Addington and look towards furnishing the Post Office with capacity to become a collection point for missed						Scrutiny and Overview Committee 3 November 2015

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deliveries.						
<b>The Scrutiny and Strategic Overview Committee at its meeting on 14 April 2015 resolved (The Transparency Agenda - Minute number A32/15) to recommend to Cabinet that:</b>						
1. Further and continuing transfer of council reports into the public domain (Part A) is encouraged						Scrutiny and Overview Committee 3 November 2015
2. The wording for Part B (confidential or exempt matters) is revisited in order to provide a 'plain English' definition						Scrutiny and Overview Committee 3 November 2015
3. Ward Members are properly notified about Key Decisions that affect their ward.						Scrutiny and Overview Committee 3 November 2015
4. The following information is recorded and made publically available: Members attendance at council meetings, details of written questions asked at Full Council meetings and petitions recorded under						Scrutiny and Overview Committee 3 November 2015

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their name at Full Council.						
5. Every Member is provided with their own page on the Croydon website.						Scrutiny and Overview Committee 3 November 2015
<p><b>The Scrutiny and Strategic Overview Committee at its meeting on 14 April 2015 made a number of recommendations (Data and Freedom of Information - Minute number A33/15) and resolved:</b></p> <p>1. To ask Cabinet to note that a significant amount of work on the Croydon website is required.</p>						Scrutiny and Overview Committee 3 November 2015
<p>2. To ask Cabinet to consider the development of an action plan to deliver the proposed next steps stated within the presentation made at the meeting, namely:</p> <p>a) Develop single repository and simple customer journey for data to be provided and found/searched appropriately</p> <p>b) Provision of data in cases where same FOI</p>						Scrutiny and Overview Committee 3 November 2015

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<p>requests are received regularly (NNDR)</p> <p>c) Detail timeline for provision of FOI, member reports and member questions and answers, tenders and financial spend data in non pdf format</p> <p>d) Develop options appraisals with costs for priority work-streams for new data provision (including potential for pilot of env info from within Myaccount/mobile app</p> <p>e) Develop proposal with costs and timeline for running a hack day – engaging local developers to shape event and determine how to make most successful</p> <p>f) Develop a set of data principles to determine data requirements and how these will be managed – ensuring all future technology implementations are considered to meet this and specifically ensuring part of Data Analytics approach/project</p> <p>g) Talk to other councils, e.g. Leeds (with</p>						

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h) Leeds Data Mill) to learn what worked (and didn't) for them Officers to work with members to confirm level and type of information provided about their roles and duties						

CONFIDENTIAL DRAFT