

## SCRUTINY REVIEW OF CCTV – DRAFT PROJECT PLAN/TIMETABLE

No.	Task	Start date	Finish date
<b>1.</b>	<b>Stage 1; Development and Preparation</b>		
1.1	Approval of final arrangements for project by Overview and Scrutiny Committee		24 July
<b>2.</b>	<b>Stage Two - Review Process</b>		
2.1	Meeting 1: Community Safety Team/CCTV Co-ordinator to provide a scene setting presentation including: <ul style="list-style-type: none"> <li>• Current CCTV usage for crime and community safety</li> <li>• How the systems work</li> <li>• Who operates them</li> </ul>		7 September
2.2	Visit to control room	11 September	15 September
2.3	Meeting 2; Evidence from key partners (1)/Brief from consultants		2 October
2.4	Meeting 3; Evidence from key partners (2)		19 October
2.5	Meeting 4; Residents organisations etc.		30 October
2.6	Meeting 5; Results of detailed research/audit/preparation of options		9 November
2.7	Meeting 6; Formulation of conclusions and recommendations		21 November
<b>3.</b>	<b>Presentation of Conclusions and Recommendations</b>		
3.1	Writing up of report	22 November	8 December
3.2	Report circulated to Chair and panel for comment	11 December	15 December
3.3	Circulated to Panel for comments	18 December	5 January
3.4	Circulated to officers/partner organisations for comments on factual accuracy	8 January	19 January
3.5	Considered by Overview and Scrutiny Committee		29 January
<b>4.</b>	<b>Follow up of Review</b>		
	Executive/Partnership response to recommendations		
	Overview and Scrutiny receives progress report on implementation of recommendations		