

SCRUTINY REVIEW OF CCTV – DRAFT PROJECT PLAN/TIMETABLE

No.	Task	Start date	Finish date
1.	Stage 1; Development and Preparation		
1.1	Approval of final arrangements for project by Overview and Scrutiny Committee		24 July
2.	Stage Two - Review Process		
2.1	Meeting 1: Community Safety Team/CCTV Co-ordinator to provide a scene setting presentation including: • Current CCTV usage for crime and community safety • How the systems work • Who operates them		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
3.	Presentation of Conclusions and Recommendations		
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
4.	Follow up of Review		
	Executive/Partnership response to recommendations		
	Overview and Scrutiny receives progress report on implementation of recommendations		