

Recommendations of the Scrutiny Committee/Panels June 2011 – December 2013

Introduction

This table sets out all recommendations from the Scrutiny Committee since June 2011 with updates. From May 2014, a table will be provided on a yearly basis to the Committee and monitored by the Scrutiny Officer on a monthly basis. This table contains all the recommendations from the main Committee, call-ins and short Panels. Recommendations from reviews will be reported directly to Committee on a six monthly basis in a separate Report by the Cabinet Member or Director.

Recommendation	Date and Committee	Status
That the Director of Finance be requested to return to a meeting of the Scrutiny Committee with a detailed work plan of how the benchmarking reviews fitted into the Scrutiny Committee timetable.	Committee – 30 June 2011	Completed
That the Director of Finance be requested to return to a meeting of the Scrutiny Committee in July 2011 with further information on the management and back office service costs alongside total service expenditure.	Committee – 30 June 2011	Completed
That the Director of Finance be requested to return to a meeting of the Scrutiny Committee in July 2011 with further information on the low participation in sport and recreation activities.	Committee – 30 June 2011	Completed
That the Head of Environmental Health be requested to return to a meeting of the Scrutiny Committee in July 2011 with further information on the rising total expenditure on administrative financial support for repairs and improvements and other private sector renewal.	Committee – 30 June 2011	Completed
That the Scrutiny and Committee Officer be requested to invite the Sussex Police District Commander to a future Scrutiny Committee meeting to update the Committee on anti-social behaviour and the PREVENT agenda.	Committee – 30 June 2011	Completed

That a review of Committee Papers be removed from the Scrutiny Committee Work Programme.	Committee – 30 June 2011	Completed.
That the Head of Democratic Services be requested to email all Councillors every six months to ask them if they still require paper copies of committee papers.	Committee – 30 June 2011	Completed and ongoing.
That Parks and Open Spaces be considered for the Work Programme by the Scrutiny Committee at a later date.	Committee – 30 June 2011	Completed.
That reviews of Working with the Voluntary Sector and Commerce, Business and Regeneration be added to the Scrutiny Committee Work Programme.	Committee – 30 June 2011	Completed.
That the Director of Planning and Environmental Services be requested to return to a meeting of the Scrutiny Committee in September 2011 with a scoping report on “Affordable Housing in Rural Areas.	Committee – 30 June 2011	Completed.
That the Director of Planning and Environmental Services be requested to return to a meeting of the Scrutiny Committee in September 2011 with an update on the proposal to consider the planning application procedure at Planning Applications Committee meetings.	Committee – 30 June 2011	Completed.
That the Head of Audit and Performance be requested to amend the guidance to add that the Lead Officer responses contained within the annual review of strategic partnerships should be used to provide appropriate feedback to influence best practice in the other organisations in each partnership.	Committee – 25 July 2011	Completed
That the Panel resolved not to intervene in the decision of Cabinet.	Call-in – 1 August 2011	Completed.
That the impact of social media and new technologies be considered when determining the risk score for reputation at the Council.	Call-in – 1 August 2011	Noted by Cabinet
That a review of anti-social behaviour be removed from the Scrutiny Committee Work Programme.	Committee – 8 September 2011	Completed.
That a review of PREVENT be removed from the Scrutiny Committee Work Programme.	Committee – 8	Completed.

	September 2011	
That the Scrutiny and Committee Officer be requested to invite the relevant Cabinet member to future Scrutiny Review meetings.	Committee – 8 September 2011	Completed.
That the matter be referred back to Cabinet for further consideration.	Call-in – 26 September 2011	Completed.
That Cabinet be requested to endorse the prioritisation of the progression of the boundary changes to Lewes Conservation Area, as recommended in the 2007 Conservation Area Character Appraisal;	Call-in – 26 September 2011	Agreed
That the Director of Planning and Environmental Services be requested to seek the agreement of the South Downs National Park Authority for the prioritisation and funding for this project; and	Call-in – 26 September 2011	Agreed
That Cabinet be requested to ensure that the period of consultation, as detailed in paragraph 1.14 of Report No 147/11, be implemented.	Call-in – 26 September 2011	Agreed
That the Head of Democratic Services be requested to undertake the publicity initiatives, as detailed in paragraph 9 of Report No 185/11, to promote the e-petitions' facility.	Committee – 17 November 2011	Completed.
That the Head of Democratic Services be requested to issue a press release to promote the e-petitions' facility.	Committee – 17 November 2011	Completed.
That the Head of Democratic Services be requested to contact the Town and Parish Councils in the District to promote the e-petitions' facility.	Committee – 17 November 2011	Completed.
That Cabinet be requested to consider the need for a dedicated officer for flood and coastal erosion risk management as the District was vulnerable in this area.	Committee – 17 November 2011	Update required
That the Director of Planning and Environmental Services be requested to explore of how planning regulations could be loosened in areas in the District that required regeneration in order to attract investment.	Committee – 17 November 2011	Update required

That the Director of Planning and Environmental Services be requested to contact Chichester District Council in order to arrange a site visit for the Scrutiny Panel.	Committee – 17 November 2011	Completed.
That Cabinet be requested to ensure that adequate resources are put in place to enable the Housing Department to follow up on applicants who have been housed temporarily with friends and/or family.	Committee – 17 November 2011	Update required
That Cabinet be requested to ensure that all Housing Officers who undertake interviews with clients are supplied with a laptop and portable printer in order that clients can receive a written record of their interview.	Committee – 17 November 2011	Update required
That the Corporate Head – Housing Services be requested to circulate the Review of Temporary Accommodation Report to Councillors once completed.	Committee – 17 November 2011	Completed.
That Cabinet be requested to incorporate the meaning of “business friendly” to the Council into Programme Nexus.	Committee – 17 November 2011	Completed.
That the Head of Tourism and Economic Development be requested to attend a future meeting of the Scrutiny Committee in 2012 if the meaning of “business friendly” to the Council is not incorporated into Programme Nexus.	Committee – 17 November 2011	Completed.
That the Corporate Head – Housing Services be requested to attend a future Scrutiny Committee meeting to report on incidents of anti-social behaviour and its affect on Council tenants;	Committee – 17 November 2011	Completed.
That a review of recycling in the District be not added to the Scrutiny Committee Work Programme.	Committee – 17 November 2011	Completed.
That a review of the new system for council tax benefit be not added to the Scrutiny Committee Work Programme.	Committee – 17 November 2011	Completed.
That the proposal to freeze next year’s council tax, as set out in Section 4.8 of Report No 18/12, be agreed.	Committee – 19 January 2012	Completed.
That delivery of the budget deficit reduction plan, as set out in Section 4.20 of Report No 18/12, be	Committee – 19	Completed.

agreed.	January 2012	
That the Capital Programme, as set out in Section 5 of Report No 18/12, be agreed.	Committee – 19 January 2012	Completed.
That the average dwelling rent increase of 7.31%, as set out in Section 12 of Report No 17/12, be agreed;	Committee – 19 January 2012	Completed.
That the proposed progression to year two of the transition to full market rents for garages, as set out in Section 14 of Report No 17/12, be agreed;	Committee – 19 January 2012	Completed.
That the proposed increase of 5.6% in Private Sector Leased Property rents, as set out in Section 15 of Report No 17/12, be agreed; and	Committee – 19 January 2012	Completed.
That the proposal to implement revised Services Charges, as set out in Sections 16 to 20 of Report No 17/12, be agreed.	Committee – 19 January 2012	Completed.
That the Director of Finance be requested to return to a meeting of the Scrutiny Committee with further information on the rise in Employees and Councillor's Allowances costs, as set out in Appendix 2 of Report No 15/12.	Committee – 19 January 2012	Completed
That Cabinet be requested to ensure that the provision of burial space in cemeteries in the District be examined as a matter of urgency.	Committee – 19 January 2012	Update required
That the Head of Democratic Services be requested to email all Councillors on a quarterly basis to ask them if they still require paper copies of committee papers.	Committee – 19 January 2012	Completed and ongoing
That the Director of Planning and Environmental Services be requested to return to a future meeting of the Scrutiny Committee to provide an update on the Provision of Affordable Housing in Rural Areas.	Committee – 1 March 2012	Completed.
That the Corporate Head – Communities and Enterprise be requested to return to a future meeting of the Scrutiny Committee to present a Report on Working with the Voluntary Sector	Committee – 1 March 2012	Completed.
That the Head of Tourism and Economic Development be requested to examine the viability of a "What's	Committee – 1	Update

On" e-bulletin	March 2012	required
That the Head of Tourism and Economic Development be requested to circulate the link to the "What's On" calendar on the Council's website to members of the Scrutiny Committee	Committee – 1 March 2012	Completed.
That the Head of Tourism and Economic Development be requested to return to a meeting of Scrutiny Committee in June 2012 to provide an update on Tourist Information Centres in the District.	Committee – 1 March 2012	Completed.
That Members of the Scrutiny Committee be requested to contact the Corporate Head - Communities and Enterprise with any comments on the Lewes Business Charter consultation draft by 30 March 2012; and	Committee – 1 March 2012	Completed.
That the Corporate Head – Communities and Enterprise be requested to return to a meeting of the Scrutiny Committee in November 2012 to provide an update on the progress of the Lewes District Business Group.	Committee – 1 March 2012	Completed.
That the Provision of Affordable Housing in Urban Areas be considered for the Work Programme by the Scrutiny Committee at its meeting in September.	Committee – 1 March 2012	Completed.
That the Director of Finance be requested to return to a future meeting of the Scrutiny Committee in order to discuss the new council tax benefit system once the timing and shape of the scheme had been established.	Committee – 1 March 2012	Completed.
That the Scrutiny and Committee Officer be requested to return to a meeting of the Scrutiny Committee in May 2012 with a Report on Complaints and Freedom of Information.	Committee – 1 March 2012	Completed.
That the structure of Full Council meetings at Lewes District Council be considered for the Work Programme 2012/13 by the Scrutiny Committee in Autumn 2012.	Committee – 1 March 2012	Completed.
That the Attraction of New investment and Business to Lewes District be considered for inclusion on the Work Programme at its meeting in November 2012.	Committee – 1 March 2012	Completed.
That the Director of Planning and Environmental Services be requested to return to the Scrutiny Committee meeting on 28 June 2012 to provide an update on the Provision of Affordable Housing in Rural	Committee – 3 May 2012	Completed.

Areas Scrutiny Review.		
That the Scrutiny and Committee Officer be requested to email all Councillors to ascertain any further training needs.	Committee – 3 May 2012	Completed.
That Cabinet be requested to review the level of Freedom of Information requests received by the Council on a six monthly basis	Committee – 3 May 2012	One Report undertaken, second due.
That Cabinet be requested to consider providing extra resources to the Democratic Services team in August each year to assist with the increase in requests;	Committee – 3 May 2012	Cabinet did not approve
That Cabinet be requested to consider how departments could reduce the amount of Freedom of Information requests received by publishing more information on the Council's website.	Committee – 3 May 2012	Completed.
That the Director of Planning and Environmental Services be requested to return to a meeting of the Scrutiny Committee in June 2012 with a scoping report on "Provision of Affordable Housing in Urban Areas"; and	Committee – 3 May 2012	Completed.
That the Corporate Head -Legal and Democratic Services be requested to attend the Scrutiny Committee meeting in September 2012 to provide information on Devolution at the Council;	Committee – 28 June 2012	Completed.
That a Review of how the Council communicates with the public be added to the Scrutiny Committee's Work Programme	Committee – 28 June 2012	Completed.
That a Review of The Provision of Children's Play Areas in Urban and Rural Areas be added to the Scrutiny Committee's Work Programme	Committee – 28 June 2012	Completed.
That the Parks and Cemeteries Manager be requested to attend the Scrutiny Committee meeting in September 2012 to present a report on the Parks and Open Spaces contract	Committee – 28 June 2012	Completed – nut was a later date
That the Corporate Head – Communities and Enterprise be requested to attend the Scrutiny Committee	Committee – 28	Completed.

meeting in November 2012 to present a Report on Working with the Voluntary Sector.	June 2012	
That the Scrutiny and Committee Officer be requested to ensure that the Tenants of Lewes District Scrutiny Panel's report concerning empty properties be included in the background information provided to the Scrutiny Panel for the Provision of Affordable Housing in Urban Areas	Committee – 28 June 2012	Completed.
That the Tenant Participation Manager be requested to keep the Scrutiny Committee informed of the Tenants of Lewes District Scrutiny Panel's current work programme	Committee – 28 June 2012	Completed and ongoing.
That the Housing Policy and Development Manager be requested to suggest suitable representatives from a relevant housing association and the planning policy team at the Council to act as co-optees on the Affordable Housing in Urban Areas Scrutiny Review Panel.	Committee – 28 June 2012	Completed
That Cabinet be requested to ensure that a mechanism be put in place for individual departments at the Council to feedback the progress of recommendations from Complaints Panels to Councillors from those Panels.	Committee – 28 June 2012	Completed.
That the Scrutiny and Committee Officer be requested to add the Cabinet report dated 12 July 2012 entitled "Annual Complaints Report 2011/12" to the agenda of the next Scrutiny Committee meeting for discussion	Committee – 28 June 2012	Completed.
That the Corporate Performance Officer be requested to attend a future meeting of the Scrutiny Committee to provide a more detailed account of complaints data within individual Council departments	Committee – 28 June 2012	Completed.
That the Director of Planning and Environmental Services be requested to ensure that members of the public are made aware at an early stage of a complaint that the Complaints Panel are unable to overturn a planning decision through the Council's complaints procedure	Committee – 28 June 2012	Completed.
That the Head of Democratic Services be requested to provide members of the Scrutiny Committee with details of whether there had been an under spend in the Chair of the Council's budget over previous years.	Committee – 28 June 2012	Completed
That the Head of Communications be requested to produce a plain english version of the set of	Committee – 6	Update

recommendations, as set out in Appendix A, to Report No 143/12.	September 2012	required
That Cabinet be requested to note the Scrutiny Committee's support of the development in principle of a skate-park in Walmer Road, Seaford, with the proviso that local residents views are considered along with the petition	Committee – 6 September 2012	Completed.
That Cabinet be requested to reject the land to the north of Alfriston Road as a potential site for a skate-park.	Committee – 6 September 2012	Update required
That Cabinet be requested to encourage the exploration of part funding for the skate-park, such as contributions from Seaford Town Council and fundraising by the petitioner.	Committee – 6 September 2012	Update required
That the Litigation Lawyer be requested to ensure that any briefing notes prepared by the District Council for Town and Parish Councils on the Localism Act are circulated to a wider audience, such as the fire service and relevant voluntary organisations.	Committee – 6 September 2012	Completed
That the Litigation Lawyer be requested to circulate the definition of a “community group”, as set out in the Localism Act 2011 to the Scrutiny Committee.	Committee – 6 September 2012	Completed.
That the Litigation Lawyer be requested to ensure that information on the new powers, as set out in the Localism Act 2011, is included as part of the Town and Parish Conference 2012.	Committee – 6 September 2012	Update required
That the Corporate Performance Officer be requested to provide the Scrutiny Committee with details of comparable complaints data with other Councils.	Committee – 6 September 2012	Completed
That the Corporate Performance Officer be requested to promote the compliments webform on the front page of the Council's website.	Committee – 6 September 2012	Completed
That Cabinet considers whether the 25% single person discount within the Localised Council Tax Support Scheme be means tested.	Committee – 6 September 2012	Update required
That the Scrutiny Committee supports the removal of the second adult rebate, as set out in paragraph 2.25, in the Localised Council Tax Support Scheme.	Committee – 6 September 2012	Update required

That the Director of Finance be requested to attend a meeting of the Scrutiny Panel – Localised Council Tax Support Scheme in early November to present financial modelling on how the reduction of the capital limit to £6K would affect residents in the District.	Committee – 6 September 2012	Completed.
That the Scrutiny Committee supports the increase in non-dependents’ deductions, as set out in paragraph 2.25, in the Localised Council Tax Support Scheme;	Committee – 6 September 2012	Completed.
That the Director of Finance be requested to attend a meeting of the Scrutiny Panel –Localised Council Tax Support Scheme in early November to present financial modeling on how the maximum benefit limit of £20 will affect residents in the District;	Committee – 6 September 2012	Completed.
That the Director of Finance be requested to attend a meeting of the Scrutiny Panel –Localised Council Tax Support Scheme in early November to present financial modeling, by parish where possible, on how the minimum benefit of £5 per week will affect residents in the District;	Committee – 6 September 2012	Completed.
That the Scrutiny and Committee Officer be requested to arrange a meeting in early November 2012 of the Scrutiny Panel - Localised Council Tax Support Scheme to consist of five Councillors, the names of which are to be nominated by the Group Leaders; and	Committee – 6 September 2012	Completed.
That the Director of Finance be requested to attend a meeting of the Scrutiny Panel – Localised Council Tax Support Scheme in early November to present financial modelling on whether different Councils could adopt different financial caps within the Localised Council Tax Support Scheme	Committee – 6 September 2012	Completed.
That the Parks and Cemeteries Manager be requested to ensure that the breakdown of figures in Report No 197/12, paragraph 7 be displayed in a clearer table	Committee – 22 November 2012	Completed
That the Parks and Cemeteries Managed be requested to return to the Scrutiny Committee meeting on 7 March 2012 with an update on the Parks and Open Spaces Maintenance Contract.	Committee – 22 November 2012	Completed.
That the Chief Executive be requested to attend the Scrutiny Committee on 17 January 2013 to advise whether the draft Scoping Report for the Scrutiny Review on “How the Council works with the Voluntary Sector” could be included within the Future Gov project	Committee – 22 November 2012	Completed.

That the Chief Executive be requested to consider whether an extra resource could be utilised to progress the work on how the Council works with the voluntary sector	Committee – 22 November 2012	Completed.
That Cabinet be requested to implement the Lewes District Apprenticeship and Enterprise Project as a District-wide scheme from the outset, subject to £50,000 funding coming from the section 106 monies received for the Aldi development in Lewes town and £100,000 funding coming from some other source, such as the New Homes Bonus.	Call-in- 7 December 2012	Update required
That insofar as it is appropriate and lawful the Council should require monies for economic regeneration initiatives through section 106 agreements for future development proposals within the district.	Call-in- 7 December 2012	Update required
That the proposal to freeze Council Tax in 2013/14 be supported.	Committee – 17 January 2013	Agreed by Cabinet
That the need to deliver of the savings target in order to rebalance the budget, as detailed in Report No 13/13 be supported.	Committee – 17 January 2013	Agreed by Cabinet
That Cabinet be requested to agree the level of the Council's Reserves and Balances, as detailed in Appendix D of Report No 13/13, subject to recommendations 28.9 – 28.17.	Committee – 17 January 2013	Agreed by Cabinet
That Cabinet be requested to agree the Capital Programme Outlook.	Committee – 17 January 2013	Agreed by Cabinet
That Cabinet be requested to agree the Housing Revenue Account draft budget.	Committee – 17 January 2013	Agreed by Cabinet
That Cabinet be requested to use part of the money in the Service Priority Reserve, as detailed in Appendix D of Report No 13/13, to invest in a Council Service which would provide a regular income stream for the Council.	Committee – 17 January 2013	Agreed by Cabinet
That Cabinet be requested to use £25K of the money in the Housing Benefit Standards and Improvement Reserve, as detailed in Appendix D of Report No 13/13, to pay for the Business Rates Retention software required.	Committee – 17 January 2013	Agreed by Cabinet

That Cabinet be requested to end the Concessionary Travel Reserve, as detailed in Appendix D of Report No 13/13, because the risk of claims arising has passed and use the balance to contribute to the Recycling Reserves;	Committee – 17 January 2013	Agreed by Cabinet
That Cabinet be requested to use the amount transferred from the Concessionary Fares to the Recycling Reserve to contribute to the use of collection and drop off sites in areas that do not have cardboard recycling. This could include site acquisition or leasing, as detailed in Appendix D of Report No 13/13.	Committee – 17 January 2013	Agreed by Cabinet
That Cabinet be requested to end the Housing Development Reserve, as detailed in Appendix D of Report No 13/13, and transfer any funds left to the General Housing Capital Programme.	Committee – 17 January 2013	Agreed by Cabinet
That Cabinet be requested to consider if there are adequate funds in the Major Planning Applications Reserve, as detailed in Appendix D of Report No 13/13, and to keep this Reserve under review.	Committee – 17 January 2013	Agreed by Cabinet
That Cabinet be requested to remove the budget allocated for the Residents Priority Survey, as listed on page 50 of Report No 13/13.	Committee – 17 January 2013	Agreed by Cabinet
That Cabinet be requested to transfer the balance of the LBG1 money in the REAM reserve to the Economic Development Team for initiatives to support business.	Committee – 17 January 2013	Agreed by Cabinet
That Cabinet be requested to ask Lewes Town Council to confirm in writing that a project will be identified and commenced before 31 March 2014 that will use the earmarked sum for the Pells area (The Town brook Charity), which is held in the REAM reserve.	Committee – 17 January 2013	Agreed by Cabinet
That the Director of Finance be requested to return to a future meeting of the Scrutiny Committee in order to present more information on the Private Sector Leasing/Homelessness Initiatives Reserve, as detailed in Appendix D of Report No 13/13.	Committee – 17 January 2013	Completed
That the Director of Finance be requested to return to a future meeting of the Scrutiny Committee with an explanation of the narratives in Appendix D of Report No 13/13 concerning the Wave Leisure Trust Reserve and the Leisure Trust Building Maintenance Reserve.	Committee – 17 January 2013	Completed

That the Head of District Services be requested to attend a future meeting of the Scrutiny Committee with information regarding whether the Leisure Buildings Repairs Reserve had significant funds attached to it.	Committee – 17 January 2013	Completed
That the Head of Environmental Health be requested to return to a future meeting of the Scrutiny Committee to present further analysis of the comparative costs listed in Appendices 2 and 3 of Report No 12/13.	Committee – 17 January 2013	Completed
That the Scrutiny and Committee Officer be requested to examine whether media and public speaking training could be offered to all Councillors.	Committee – 25 April 2013	Completed
That the Parks and Cemeteries Manager be requested to email all members of the Scrutiny Committee with the draft contract specification for the Grounds Maintenance Services before the Cabinet meeting in October 2013.	Committee – 25 April 2013	Completed
That the Director of Planning and Environmental Services be requested to email a reminder to all Town and Parish Councils with information about current campaigns and initiatives concerning waste and recycling at the Council.	Committee – 25 April 2013	Completed
That the Interim Head of HR be requested to return to a future meeting of the Scrutiny Committee to report on further Human Resources Benchmarking with neighbouring authorities; and	Committee – 25 April 2013	Update required
That the Interim Head of HR be requested to return to a future meeting of the Scrutiny Committee with an interim report on the level of policy and strategy work that is required at the Council.	Committee – 25 April 2013	Update required
That the Corporate Management Team be requested to present a joint Scoping Report for a Scrutiny Review on an Ageing Population Strategy for Lewes District to a meeting of the Scrutiny Committee in October/November 2013	Committee – 27 June 2013	Completed
That the Tree and Landscape Officer be requested to attend the Scrutiny Committee meeting in August 2013 to present an update Report on the Council's Tree Management Policy.	Committee – 27 June 2013	Completed
That the Scrutiny and Committee Officer be requested to include any recent retail reviews undertaken as	Committee – 27	Completed

part of the background material for the Ageing Population Strategy Scrutiny Review;	June 2013	
That the Interim Head - HR be requested to attend the Scrutiny Committee meeting in early 2014 to present a Report on the Council's Agile Working project;	Committee – 27 June 2013	Update required
That the Corporate Head – Communities and Enterprise be requested to attend a future meeting of the Scrutiny Committee with a Report on lessons learnt from the Gentlemen of the Road event in July 2013;	Committee – 27 June 2013	Update required
That the Scrutiny and Committee Officer be requested to arrange a meeting in August 2013 of the Scrutiny Committee to discuss Special Expenses and the Council's Tree Management Policy; and	Committee – 27 June 2013	Completed
That the Scrutiny and Committee Officer be requested to arrange a meeting in Autumn 2013 of the Scrutiny Panel - Localised Council Tax Support Scheme to consist of five Councillors, the names of which are to be nominated by the Group Leaders.	Committee – 27 June 2013	Awaiting confirmation from Director of Finance
That the Head of District Services be requested to attend a future meeting of the Scrutiny Committee with an update on Play Area Provision and Building Maintenance Reserve Funding	Committee – 27 June 2013	Completed
That the Council be requested consider the arrangement of an Unsung Heroes event on an annual basis.	Committee – 27 June 2013	Update required
That the Corporate Head – Housing Services be requested to inform Councillors by email of whether tenants are able to pay their rent on different dates during the month.	Committee – 27 June 2013	Completed
That the Committee considers Special expenses	Committee – 20 August 2013	Completed
That the Parks and Cemeteries Manager be requested to return to the meeting of the Scrutiny Committee in January 2014 for reconsideration of the Leisure Buildings Repairs Reserve in relation to devolution.	Committee – 5 September 2013	Moved to March 2014 Committee
That the Parks and Cemeteries Manager be requested to prioritise trees that are at risk of contracting Ash	Committee – 5	Update

Dieback disease at the beginning of the tree survey currently being conducted by the Council;	September 2013	required
That the Parks and Cemeteries Manager be requested to return to a future meeting of the Scrutiny Committee with the results of the tree survey; and	Committee – 5 September 2013	Needs scheduling
That the Cabinet Member for Health and Environment be requested to ensure that appropriate resources are put in place for the Parks and Cemeteries Manager to develop a Tree Management Policy for the District.	Committee – 5 September 2013	Update required
That the Scrutiny and Committee Officer be requested to return to the meeting of the Scrutiny Committee on 21 November 2013 with a draft Communications Plan for Scrutiny at the Council; and	Committee – 5 September 2013	Completed
That the Independent Remuneration Panel be requested to consider the level of Councillors' allowance payable to members of the Scrutiny Committee.	Committee – 5 September 2013	Passed to Panel for next meeting
That the matter relating to the proposed introduction of a test of resources for the Council's housing tenants who required disabled adaptations undertaken to their homes be referred back to Cabinet for further consideration;	Call-in Panel – 16 October 2013	Completed
That Cabinet be requested to consider at its meeting in September 2014 the number of properties where a disabled adaptation would add over £1000 to the value of the property, and whether these should be officially re-valued for the purposes of the Council's accounts; and	Call-in Panel – 16 October 2013	Agreed
That Cabinet be requested to consider whether Scrutiny Committee Reports more than two years old should be referred back to Scrutiny Committee to ensure they reflect the views and appropriate of the current membership of the Scrutiny Committee	Call-in Panel – 16 October 2013	Agreed
That the Head of Communications be requested to email all members of the Scrutiny Committee with the final qualitative analysis of the Special Expenses consultation.	Committee – 7 November 2013	Update required
That the Leader of the Council be requested to ensure that future consultation exercises are run in	Committee – 7	Completed.

accordance with best practice at the Council.	November 2013	
That Members of the Scrutiny Committee be requested to email any further comments on Special Expenses to the Scrutiny and Committee Officer by 16 November 2013.	Committee – 7 November 2013	Completed.
That the Scrutiny and Committee Officer be requested to arrange a meeting of the Scrutiny Panel and the Director of Business, Strategy and Development to consider the draft Report regarding the Scrutiny Review - Strengthening our Relationship with the Voluntary and Community Sector.	Committee – 7 November 2013	Completed.
That the draft Report regarding the Scrutiny Review – Strengthening our Relationship with the Voluntary and Community Sector be postponed to a future meeting of the Cabinet in Spring 2014.	Committee – 7 November 2013	Moved to April 2014
That the Corporate Head – Property, Regeneration and Enterprise and the Corporate Head – Legal and Democratic Services be requested to contact all members of the Scrutiny Committee with an explanation on whether Lewes District Council would receive any financial reward from sites that had were devolved to a Town or Parish Council;	Committee – 21 November 2013	Completed.
That the Corporate Head – Property, Regeneration and Enterprise and the Corporate Head – Legal and Democratic Services be requested to provide members of the Scrutiny Committee with an updated timetable in regard to consideration of the development of the 49 sites.	Committee – 21 November 2013	Completed