



Time and Date

1.00 p.m. on Wednesday, 3rd December, 2008

Place

Committee Rooms, Council House, Coventry

Public Business

1 Apologies and Substitutions

2 Declarations of Interests

3 Minutes – the minutes of the meetings held on the 15th, 22nd and 29th October and 5th November, 2008 (**attached**).

4 Consideration of Call ins - Stage 1

The Director of Customer and Workforce Services will report on any call ins that have been received.

In relation to each call in received:-

- a) to determine whether or not it is appropriate, using the agreed criteria.
- b) if it meets the criteria, to decide which Cabinet Members/officers should attend when the call in is considered.

5 Use of New Technology and Fees and Charges

Briefing note of the Acting Director of Community Services (**attached**).

6 ICT within Culture Leisure and Libraries

Briefing note of the Acting Director of Community Services (**attached**).

7 Outstanding Issues

There are currently no outstanding issues.

8 Work Programme 2008/09

To give consideration to the Scrutiny Co-ordination Committee's Work Programme for 2008/09 (**attached**)

9 Meeting Evaluation

To discuss and evaluate the effectiveness of the meeting.

- 10 Any other items of public business which the Chair decides to take as matters of urgency because of the special circumstances involved.

Private Business

Nil

Bev Messinger, Director of Customer and Workforce Services, Council House, Coventry
25th November, 2008

- Notes:
- 1) The person to contact about the agenda and documents for this meeting is Joy McLellan, Council House, Coventry. Telephone 024 7683 3076, email joy.mclellan@coventry.gov.uk.
 - 2) **Substitutes** - Council Members who are not able to attend the Meeting should notify Joy McLellan (tel. 024 7683 3076) as soon as possible and no later than 12 noon on Wednesday, 3rd December, 2008, giving their reasons for absence and the name of the Council Member (if any) who will be attending the meeting as their substitute.
 - 3) Scrutiny members who have an interest in any report referred to at this meeting, but who are not member of this Committee are invited to notify the Chair by 12 noon on the day before the meeting that they wish to speak on a particular item. The Member must indicate to the Chair their reason for wishing to speak and the issue(s) they wish to raise.

Membership: Councillors Arrowsmith, Charley, Clifford, Crookes (Deputy Chair), Duggins, Maton, J. Mutton and Ridge (Chair)

Please note: a hearing loop is available in all committee rooms.

If you require a British Sign Language interpreter for this meeting OR if you would like this information in another format or language please contact:-

Telephone: 024 7683 3076

Fax: 024 7683 3024

E-mail: joy.mclellan@coventry.gov.uk