



Penallta House  
Tredomen Park  
Ystrad Mynach  
Hengoed  
CF82 7PG

Tŷ Penallta  
Parc Tredomen  
Ystrad Mynach  
Hengoed  
CF82 7PG

For all enquiries relating to this agenda please contact  
Gary George (Tel. 01443 864420: Email: georgg@caerphilly.gov.uk)

**Date: 15th April 2009**

Dear Sir/Madam,

A meeting of the **Policy and Resources Scrutiny Committee** will be held at **Penallta House, Ystrad Mynach (Rhymney Room)** on **Tuesday, 21st April 2009**.

*Committee members should attend at **5.00pm** to consider the order of business. The meeting will begin at **5.15pm** to consider the matters contained in the following agenda*

Yours faithfully,

**Stuart Rosser**  
CHIEF EXECUTIVE

## **A G E N D A**

1. Declarations of Interest.
2. To approve and sign the minutes of the meeting held on 3rd March 2009.
3. Consideration of any matter referred to this Committee in accordance to the call-in procedure.
4. To receive an oral report by a Cabinet Member.
5. To receive and consider the following Cabinet reports \*\*:-
  - (1) Registration Service Delivery Inspection Report (17th February 2009);
  - (2) Plaza Café Blackwood Bus Station (3rd March 2009);
  - (3) Community Development Key Fund (17th March 2009).

\*\* *If a member of the Scrutiny Committee wishes of this Cabinet report to be brought forward for review at the meeting please contact Gary George on 01443 864420, by 10.00 a.m. on Monday, 20th April 2009*

**Chief Executive: Stuart Rosser**  
**Prif Weithredwr: Stuart Rosser**

6 To receive and consider the following Scrutiny reports: -

- (1) Grants Allocation 2009/10;
- (2) School Bus Contracts – Presentation;
- (3) Directorate of the Environment Procurement – Update & Forward Plan;
- (4) Customer Services Peer Review;
- (5) Customer Service Standard for Correspondence;
- (6) Freedom of Information / Environmental Impact Regulation Requests;
- (7) Home Office and Passport Service - Front Office.
- (8) Self-Assessment (C-Driver).

7. To receive and note the following information items:-

- (1) Local Service Board - Minutes of meeting held on 24th March 2009;
- (2) Corporate Health and Safety - Minutes of meeting held on 11th February 2009;
- (3) Pensions /Compensations Committee meeting held on 30th March 2009;
- (4) Statistical Profile of the work of Caerphilly County Borough Citizens Advice Bureau;
- (5) Quarterly Summary of Members Attendance Levels;
- (6) Customer First Strategy Update Report.

*\*\* If a member of the Scrutiny Committee wishes any of these information items to be brought forward for review at the meeting please contact Gary George, 01443 864420, by 10.00 a.m. on Monday, 20 April 2009.*

8. To record any requests for an item to be included on the next available agenda.

9. To receive and consider the following report that in the opinion of the Proper Officer may be discussed when the meeting is not open to the public and first to consider whether the public interest test requires that the meeting should be closed to the public for consideration of this item.

- (1) Penallta House.

**Circulation:**

Councillors. H.A. Andrews. L. Binding, Mrs. A.. Blackman, D. Bolter, D.G. Carter, J.B. Criddle, D.T. Davies, K. Etheridge, J E. Fussell, Ms. L. Hughes, S. Jenkins, Mrs. V. Jenkins, G. Jones, K. Lloyd, D.V. Poole, K.V. Reynolds, Mrs. M.E. Sargent, J Taylor, A.S. Williams, J.M. Wilson

And appropriate officers.