



OUTSOURCED SERVICES SCRUTINY PANEL

Tuesday, 18th September, 2012

7.00 pm

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CONTACT

If you require further information or you would like a copy of this agenda in another format, e.g. large print, please contact Jodie Kloss in Legal and Property Services on 01923 278376 or by email to legalanddemocratic@watford.gov.uk .

Welcome to this meeting. We hope you find these notes useful.

ACCESS

Access to the Town Hall after 5.15 pm is via the entrance to the Customer Service Centre from the visitors' car park.

Visitors may park in the staff car park after 4.00 p.m. and before 7.00 a.m. This is a Pay and Display car park; the current charge is £1.50 per visit.

The Committee Rooms are on the first floor of the Town Hall and a lift is available. Induction loops are available in the Committee Rooms and the Council Chamber.

FIRE/EMERGENCY INSTRUCTIONS

In the event of a fire alarm sounding, vacate the building immediately following the instructions given by the Democratic Services Officer.

- Do not use the lifts
- Do not stop to collect personal belongings
- Go to the assembly point at the Pond and wait for further instructions
- Do not re-enter the building until authorised to do so.

MOBILE PHONES

Please ensure that mobile phones are switched off before the start of the meeting.

COMMITTEE MEMBERSHIP

(Chair to be elected)

Councillors S Counter, G Derbyshire, S Greenslade, A Joynes and S Rackett

AGENDA

PART A - OPEN TO THE PUBLIC

1. ELECTION OF A CHAIR

To elect a Chair for the remainder of the 2012/13 municipal year.

2. APOLOGIES FOR ABSENCE/ COMMITTEE MEMBERSHIP

3. DISCLOSURES OF INTEREST

4. TERMS OF REFERENCE FOR THE OUTSOURCED SERVICES SCRUTINY PANEL (Pages 1 - 10)

Report of the Head of Legal and Property Services

This report asks the Panel to agree the Terms of Reference and the draft work programme for the Panel.

5. OUTSOURCED SERVICES PERFORMANCE DATA AND INFORMATION (Pages 11 - 14)

Report of the Partnerships and Performance Section Head

This report presents the performance of the identified outsourced service indicators at the end of quarter 1 2012/13.

6. TRAINING REQUIREMENTS

Members are invited to discuss any training that they feel would be useful for the Panel.