



# **OUTSOURCED SERVICES SCRUTINY PANEL**

**Tuesday, 5th February, 2013**

**7.00 pm**

**Publication date: 28 January 2013**

## **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](mailto: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

Councillor S Rackett (Chair)

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

## AGENDA

### PART A - OPEN TO THE PUBLIC

**1. APOLOGIES FOR ABSENCE/ COMMITTEE MEMBERSHIP**

**2. DISCLOSURES OF INTEREST**

**3. MINUTES**

To submit for signature the minutes of the meeting held on 26 November 2012.

All minutes are available on the Council's website.

**4. UPDATE ON ACTIONS** (Pages 1 - 4)

The Panel is asked to review the outstanding actions and questions from previous meetings.

**5. PERFORMANCE REPORT**

Report of the Partnerships and Performance Section Head

*Report to follow.*

**6. BRIEFING ON THE PARKING CONTRACT WITH VINCI** (Pages 5 - 58)

The Panel will receive a presentation from officers providing an overview of the contract, monitoring arrangements and the financial position.

The Annual Parking Report and the Cancellation Guidance Policy are attached to the agenda.

**7. CONCLUSIONS AND RECOMMENDATIONS**

The Panel to consider the information they have received about the parking service and draw any conclusions and make recommendations.

## **8. SCRUTINY ANNUAL REPORT**

Each year a report is produced of the scrutiny work undertaken by councillors and the Outsourced Services Scrutiny Panel will contribute to the report.

The Panel is asked to consider what they wish to highlight in the report.