

### **Suggestions for topics to be scrutinised – evaluation table**

A Member/Officer suggesting a topic for scrutiny must complete this table as fully as possible. Completed tables will be presented to Overview & Scrutiny for consideration.

<b>Proposer: Councillor/Officer</b>		<b>Derek Scudder</b>	
<b>Topic recommended for scrutiny:</b>  <i>Please include as much detail as is available about the specific issues and areas which should be included/excluded from the review. Should the focus be on past performance, future policy or both?</i>		Review recycling systems used by other councils to see if any would aid in increasing the recycling rate in Watford, whilst maintaining the principle of weekly collections. An example of an alternative system is that recently adopted by Three Rivers, but there may be others.	
<b>Why have you recommended this topic for scrutiny?</b>		To see if the recycling rates can be increased.	
<b>What are the specific outcomes you wish to see from the review?</b>		<i>Give details</i>	
		As above	

<b>Does the proposed item meet the following criteria?</b>	
It must affect a group or community of people	Yes – all residents of the Borough <i>Give details</i>
It must relate to a service, event or issue in which the council has a significant stake	Yes – waste collection <i>Give details</i>
It must not have been a topic of scrutiny within the last 12 months  <i>There will be exceptions to this arising from notified changing circumstances. Scrutiny will also maintain an interest in the progress of recommendations and issues arising from past reports.</i>	Not subject to previous scrutiny  <i>Please confirm</i>
It must not be an issue, such as planning or licensing, which is dealt with by another council committee	I can confirm  <i>Please confirm</i>

<p><b>Does the topic meet the council's priorities?</b></p>	<ol style="list-style-type: none"> <li>1. Improve the health of the town and enhance its heritage</li> <li>2. Enhance the town's 'clean &amp; green' environment</li> <li>3. Enhance the town's sustainability</li> <li>4. Enhance the town's economic prosperity and potential</li> <li>5. Supporting individuals and the community</li> <li>6. Securing an efficient, effective, value for money council</li> <li>7. Influence and partnership delivery</li> </ol> <p style="text-align: center;"><i>Please confirm which ones</i></p> <p>2, 3, 6 &amp; 7</p>
<p><b>Are you aware of any limitations of time or other constraints which need to be taken into account?</b></p> <p><i>Factors to consider are forthcoming milestones, demands on the relevant service area and member availability</i></p>	<p style="text-align: center;"><i>Include details</i></p> <p>No</p>
<p><b>Does the topic involve a Council partner or other outside body?</b></p>	<p style="text-align: center;"><i>Include details</i></p> <p>No</p>
<p><b>Please complete the 'sign off' section at the end of this document</b></p>	

**The following section to be completed by Democratic Services**

**Consultation with relevant Heads of Service**

*(this section to be completed by Democratic Services)*

*It is important to ensure that the relevant service can support a review by providing the necessary documents and attending meetings as necessary. The Head of Service's comments should be obtained before the request to hold a review is put to the Overview & Scrutiny Committee.*

Has the relevant Head of Service been consulted?

Yes

Is this a topic which the service department(s) is able to support.

*Yes, however most of the information will need to come from other local authorities, such as TRDC*

When was the last time this service was the subject of a scrutiny review?

*I am not aware that the waste and recycling has been the subject of a specific scrutiny review.*

**Sign off****Councillor/Officer****Derek Scudder****date****16/09/11****Head of Service****Alan Gough****Date****21.09.11**