

SCRUTINY WORK PROGRAMME



containing scrutiny work to be undertaken 1 September 2011 - 30 April 2012

The scrutiny work programme belongs to the council's Scrutiny Committee and sets out a schedule of scrutiny work due to be carried out over during period shown above. It is a rolling plan, subject to change at each Scrutiny Committee meeting; however, the scrutiny work programme and changes to it are subject to the council's approval.

Representations can be made on any of the following issues before an item is considered by the Scrutiny Committee. Representations must be made to the relevant contact officer shown below by 10am on the day the Committee is due to meet. The meeting dates are shown below.

Item title	Meeting date	Lead officer	Why is it here?	Scope	Notes
Financial services contract monitoring	Scrutiny Committee 27 Oct 2011	William Jacobs, Head of Finance Tel. (01235) 540455 Email: william.jacobs@southandvale.gov.uk	To conduct an annual review of the contractor's performance	Relates to council tax collection, business rates, benefits, payroll, accountancy, accounts payable, financial management system, and assisted travel	To consider whether to accept the report or whether to interview the service manager and contractor at a future meeting and recommend any corrective actions or improvements.
Recycling and waste collection contingency plan	Scrutiny Committee 27 Oct 2011	Ian Matten Tel. (01235) 540373 Email: ian.matten@southandvale.gov.uk	To review the Cabinet member's contingency plan for the recycling and waste collection service.	The Cabinet member to attend.	

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Community safety annual report	Scrutiny Committee 24 Nov 2011	Liz Hayden Tel. (01235) 540309 Email: liz.hayden@southandvale.gov.uk	The Police and Justice Act 2006 gave the Council powers to scrutinise the crime and disorder reduction partnership, known as the community safety partnership	To scrutinise the Vale community safety annual report and recommend any corrective actions or improvements. Police authority co-optee to be invited to attend	Invite the Cabinet member for community strategy
Corporate plan review	Scrutiny Committee 24 Nov 2011	Sally Truman, Policy and Community Engagement Manager Tel. (01235) 540707 Email: sally.truman@southandvale.gov.uk			
Budget 2011/12	Scrutiny Committee 22 Dec 2011	William Jacobs, Head of Finance Tel. (01235) 540455 Email: william.jacobs@southandvale.gov.uk			

Item title	Meeting date	Lead officer	Why is it here?	Scope	Notes
Recycling and waste contract monitoring	Scrutiny Committee Not before 31st Dec 2011	Clare Kingston, Head of Corporate Strategy Tel. (01235) 540356 Email: clare.kingston@southandvale.gov.uk	To conduct an annual review of the contractor's performance	Relates to recycling and waste collection services	To consider whether to accept the report or whether to interview the service manager and contractor at a future meeting and recommend any corrective actions or improvements.
Election review	Scrutiny Committee 22 Mar 2012	Margaret Reed, Head of Legal and Democratic Tel. (01235) 540407 Email: margaret.reed@southandvale.gov.uk	To consider the recommendations from the review of the management of the elections held in May 2011	To request the returning officer and his deputy returning officers to attend.	
Fit for the future annual review	Scrutiny Committee September 2012	Anna Robinson, Strategic Director Tel. (01235) 540523 Email: anna.robinson@southandvale.gov.uk	To receive an update on the fit for the future programme.	To consider a summary report and to question the Cabinet member.	