



## **OVERVIEW AND SCRUTINY**

### **RE-PROVISION OF THE ENVIRONMENTAL SERVICES CONTRACT WORKING GROUP**

#### **1. Purpose/Objectives of the Pre-Decision Scrutiny Activity**

Pre-decision Scrutiny - Scrutiny of the re-provision of the Environmental Services Contract to ensure the best outcome for the re-provision of the Contract.

The purpose of the meetings is to:

- Help non-Executives understand the re-provision process and the legal framework around the re-provision of the Contract.
- Enable non-Executives to meaningfully challenge the rigour and robustness of the process.

#### **2. Outcomes Required**

- To provide Scrutiny input, at the pre-decision stage, on the re-provision of the Environmental Services Contract

#### **3. Information Required**

- Background data
- Background reports
- Best practice data
- Information at the relevant stages of the process
- Evidence from expert internal witnesses
- Evidence from expert external witnesses (if applicable)

#### **4. Format of Information**

- Background data, including:
  - Presentation to set the scene

- Relevant Legislation
- Relevant data
- Information at the relevant stages of the process

## **5. Methods Used to Gather Information**

- Minutes of meetings
- Desktop research
- Officer reports
- Presentations

## **6. Co-Options to the Pre-Decision Scrutiny Activity**

No co-optees suggested for this pre-decision Scrutiny activity

## **7. Community Impact Screening Assessment**

- A Community Impact Screening Assessment to be undertaken on the scope of the Pre-Decision Scrutiny activity

## **8. Evidence gathering Timetable**

January 2017 - February 2018

- 4 January 2017 - Approval of the Scope of the Scrutiny Activity
- 1 March - Evidence gathering
- 22 May - Evidence gathering
- 11 September - Evidence gathering
- 20 November - Evidence gathering
- 5 February 2018 - Consideration of the final report

## **9. Responsible Officers**

Lead Officer            Julie Seddon, Director of Customers following initial scoping meeting

Co-ordinator            Tracy Tiff, Scrutiny Officer

## **10. Resources and Budgets**

Julie Seddon, Director of Customers and Communities, following initial scoping meeting, to provide internal advice.

## **11. Final report presented by:**

Completed by February 2018. Presented by the Chair of the Scrutiny Working Group to the Overview and Scrutiny Committee and then to Cabinet.

## **12. Monitoring procedure:**

Review the impact of the report after six months