

**Member Support and Governance
Policy, Community Planning and Regeneration
County Hall Chelmsford CM1 1LX**

**Telephone 08457 430430
Fax (01245) 280180**

Executive Scrutiny Committee

**Date: Tuesday 25 January 2011
Time: 10:00 am-Please note change of time
Venue: Committee Room 2**

**Governance Officer: Hannah Cleary
Telephone: 01245 430526
Email: hannah.cleary@essex.gov.uk**

Agenda

This meeting is open to the public and the press. This agenda is also available on the Essex County Council website, www.essex.gov.uk, in the 'Online services' box click on 'Council decisions & meetings'.

If you have a need for documents in the following formats, large print, Braille, on disk or in alternative languages and easy read please contact the Governance Officer before the meeting takes place.

If you have specific access requirements such as access to induction loops, a signer, level access or information in Braille please inform the Governance Officer before the meeting takes place. For any further information contact the Governance Officer.

The main focus of this meeting will be:

- **Report of call-ins made since the last meeting**
- **Transformation Programme Scrutiny Review: Procurement**
- **Facilities Management Overspend**
- **Absence Management**
- **Quarterly Performance Report**
- **Revenue and Capital Budget 2011/12 and beyond**

PART I

(Business to be taken in public)

1. Apologies and Substitution Notices

The Governance Officer to report receipt (if any).

2. Declarations of Interest

To note any declarations of interest to be made by Members.

3. Minutes

To approve as a correct record the minutes of the meeting held on 30 November 2010.

4. Report of call-ins since the last meeting

The Committee are invited to consider report ES/001/11, a report of call-ins made since the last meeting. Councillor Stephen Castle, Cabinet Member for Education and 2012 Games will be in attendance for this item.

5. Transformation Programme Scrutiny Review: Procurement

Councillor Louis, Cabinet Member for Major Projects and Commercial Services and Robert Overall, Executive Director, Environment, Sustainability and Highways will be in attendance to give a presentation.

The scoping document agreed at the last meeting is attached as ES/002/11.

6. Facilities Management Overspend

At its 30 November meeting the Committee requested information about an overspend detailed in the Financial Review as at the Half Year Stage 2010/11. Councillor Louis, Cabinet Member for Major Projects and Commercial Services will be in attendance for the item and report ES/003/11 has been prepared by Jo Smith, Director of Essex Property and Facilities.

7. Absence Management

The final scrutiny report by the Community Wellbeing and Older People Policy and Scrutiny Committee is attached as report ES/005/11. Absence figures for all service areas have been provided by Ian Witham, Management Information Manager, who will be in attendance for this item.

8. Quarterly Performance Report

The Committee are invited to consider report ES/004/11 by Richard Puleston, Assistant Chief Executive, who will be in attendance for this item.

9. Revenue and Capital Budget 2011/12 and beyond

The Committee are invited to consider report ES/006/11. Councillor Finch, Deputy Leader and Cabinet Member for Finance and the Transformation Programme, will be in attendance for this item.

10. Forward Look

The Committee are invited to consider report ES/007/11 setting the Committee's proposed future work programme.

11. Dates of Future Meetings 2011/12

The following dates have been reserved for this Committee:

Date	Time	Venue
Tuesday, 15 February	10am	Committee Room 1
Tuesday, 22 March	10am	Committee Room 2
Tuesday, 26 April	11am, or at the rise of Cabinet if later than 11am	Committee Room 2
Tuesday, 24 May 2011	10am	Committee Room 2
Tuesday, 28 June 2011	10am	Committee Room 2
Tuesday, 19 July 2011	11am, or at the rise of Cabinet if later than 11am	Committee Room 2
Tuesday, 6 September 2011	11am, or at the rise of Cabinet if later than 11am	Venue to be confirmed
Tuesday, 18 October 2011	11am, or at the rise of Cabinet if later than 11am	Venue to be confirmed
Tuesday, 29 November 2011	10am	Venue to be confirmed
Tuesday, 24 January 2012	11am, or at the rise of Cabinet if later than 11am	Venue to be confirmed

12. Urgent Business

To consider any other items which, in the opinion of the Chairman, should be considered in public by reason of special circumstances (to be specified) as a matter of urgency.

13. Exclusion of the Public

To consider whether the public (including the press) should be excluded from the meeting during consideration of an agenda item on the grounds that it involves the likely disclosure of exempt information as specified in Part I of Schedule 12A of the Local Government Act 1972 (exclusion is recommended for the items set out in Part II below).

PART II
(Business to be taken in private)

14. Capita Resourcing

The Committee are invited to consider report ES/008/11 by the Governance Officer **(exempt under paragraph 3-financial and business affairs)**, a copy of the final scrutiny review report by a Task and Finish Group convened from the Central Services Policy and Scrutiny Committee.

Report ES/009/11 by Dan Savage, Head of Resourcing, has been prepared in advance of the meeting in response to the recommendations contained in ES/008/11 **(exempt under paragraph 3-financial and business affairs)**.