

Walsall Council Scrutiny and Performance Panel Work Group
Initiation Document

Work Group Name:	Property Services
Panel:	Children's and Young People Scrutiny and Performance Panel
Municipal Year:	2007/08
Lead Member:	Councillor Cassidy
Lead Officer:	Kevin Kendal
Support Officer:	Nikki Ehlen (ehlenn@walsall.gov.uk 01922 652080)
Membership:	Councillors Bird, Cassidy, E.Pitt

1.	Context
	<p>Why has this work group been set up? Consider the main drivers behind it</p> <p>Members felt that it should be ensured that the Council was achieving value for money (VFM) in its investments. The initial remit of the working group is to consider property services, and buildings within education premises, and children's services</p>
2.	Objectives
	<p>What do you want it to achieve? It is important to have clearly defined outcomes at the start to give the working group direction and ensure it adds value.</p> <ol style="list-style-type: none"> 1. To ensure that the Council has a process in place that ensures that the council achieves value for money in the procurement of building work for children's services 2. An independent quantity surveyor ensures that the bidding process is fair and equal for all bidders. 3. To ensure that processes are in place to allow major work to be done during the school closure period 4. To improve communication between the estates and asset management office and elected members 5. To receive update on capital programmes for major works in schools
3.	Scope
	<p>What should be included and excluded?</p> <p>Property services within children's services/educational premises should be included and property services outside of children's services/educational premises should be excluded.</p>

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4.	Who else will you want to take part?
	<p>Think about who else, other than lead officers and members, it would be useful to include either as part of the working group or to bring information at specific points. For example- partners, stakeholders, other authorities.</p> <p>Education Walsall (where a conflict of interest does not occur). Members may wish to invite the portfolio holders to certain working group meetings.</p>
5.	Timescales & Reporting Schedule
	<p>Needs to be completed within the same municipal year and so should be able to report to full panel by the last meeting at the latest but consider the subject- is there anything else that it may need to tie into (e.g. academic or financial year or to coincide with national/sub-regional developments) How often will update be provided to full panel?</p> <p>Dependent upon objectives, by the end of the municipal year 2007/08.</p>
6.	Risk factors
	<p>Are there any obstacles that can be predicted? For example, is it dependent on other organisations outside your control and duty to cooperate. Identifying these factors early should help minimise their impact.</p> <p>Information may be required from other organisations outside of the groups control.</p>

Date Agreed:		Date Updated:	
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