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|  Overview and Scrutiny Committee – 2 December 2008 | | Agenda Item No. |
| Title | Review of the work programme | |
| For further information about this report please contact | Theresa Goss, Committee Services Officer, 01926 456114 or committee@warwickdc.gov.uk | |
| Service Area | Members' Services | |
| Wards of the District directly affected | N/A | |
| Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006 | No | |
| Date and meeting when issue was last considered and relevant minute number | N/A | |
| Background Papers | Overview and Scrutiny Committee – 02.09.08 | |

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| Contrary to the policy framework: | No |
| Contrary to the budgetary framework: | No |
| Key Decision? | No |
| Included within the Forward Plan? (If yes include reference number) | No |

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| Officer/Councillor Approval | | |
| With regard to officer approval all reports <u>must</u> be approved by the report authors relevant director, Finance, Legal Services and the relevant Portfolio Holder(s). | | |
| Officer Approval | Date | Name |
| Relevant Director | | Bill Hunt |
| Chief Executive | | |
| CMT | | |
| Section 151 Officer | | |
| Legal | | Simon Best |
| Finance | | Marcus Miskinis |
| Portfolio Holders | | Councillors Mrs Bunker, Caborn, Mrs Grainger, Hammon, Kinson and White |
| Consultation Undertaken | | |
| n/a | | |
| Final Decision? | | Yes |
| Suggested next steps (if not final decision please set out below) | | |
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1. SUMMARY

- 1.1 This report informs the Committee of their work programme for 2008/2009, shown in appendix 1.

2. RECOMMENDATIONS

- 2.1 The report be noted; and
- 2.2 Any amendments suggested at the meeting, be made accordingly.

3. REASONS FOR THE RECOMMENDATION

- 3.1 The work programme needed to be updated at each meeting to reflect the work load of the Committee.

4. ALTERNATIVE OPTIONS CONSIDERED

- 4.1 There are no alternative options.

5. BUDGETARY FRAMEWORK

- 5.1 All work for the Committee has to be carried out within existing resources.

6. POLICY FRAMEWORK

- 6.1 The work carried out by the Committee helps the Council to improve in line with its priority to manage services openly efficiently and effectively.

7. BACKGROUND

- 7.1 At the Committees' meeting on 14 October 2008, it was agreed that the Committee would receive the following reports in December 2008:

- Performance Report
- Section 106 agreements
- Sponsorship of roundabouts etc for Britain in Bloom; and
- Executive decisions
- Forward Plan

- 7.2 However, the report on executive decisions had not been produced because there was not enough officer time available to complete the research and write the report. This will be submitted to the Committee in February 2009.

- 7.4 CCTV Task and Finish Group – The group have now had several meetings. The group met on 28 October to produce a list of questions for the witness sessions to be held in November. Then on 12 & 25 November, various witnesses attended the meetings and provided some valuable information which will feed into the draft report to be submitted to this Committee in February 2009.

- 7.5 Engaging Young People Task and Finish Group - The group looking at engaging young people held their first witness meeting in October, at which young people

gave a presentation on the importance of youth engagement. The young people also answered a number of the Groups questions. The November meeting is an opportunity to question witnesses from Warwickshire County Council on the plans for future engagement mechanisms on which WDC and WCC are working jointly. The draft report will be submitted to this Committee in February 2009.

- 7.6 At each meeting, the Committee will consider their work programme and make amendments where necessary, and also make comments on specific Executive items, where notice has been given by 9am on the day of the Overview and Scrutiny Committee meeting. The Committee will also receive a report detailing the response from the Executive, on the comments the Committee made on the Executive agenda in the previous cycle.
- 7.7 On a quarterly basis, the Committee will receive performance reports and the Forward Plan.
- 7.8 For information, at each meeting of the Executive, there will be a report on their agenda detailing the work of the Overview and Scrutiny Committee and the Audit and Resources Scrutiny Committee.