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|  WARWICK DISTRICT COUNCIL | Overview and Scrutiny Committee – 13 April 2010 | Agenda Item No. |
| Title | Review of the Work Programme | |
| For further information about this report please contact | Emma Millward, 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| Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006 | No |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 | 16 March 2010 | |
| Background Papers | Overview and Scrutiny Committee – 16 March 2010 | |

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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 <i>must</i> be approved by the report authors relevant director, Finance, Legal Services and the relevant Portfolio Holder(s). | | |
| Officer Approval | Date | Name |
| Relevant Director | 01.04.2010 | Bill Hunt |
| Chief Executive | 01.04.2010 | Chris Elliott |
| CMT | | |
| Section 151 Officer | | |
| Legal | | |
| Finance | 31.03.2010 | Marcus Miskinis |
| Portfolio Holders | | Councillors Mrs Bunker, Caborn, Doody, Mrs Gallagher, Mrs Grainger, Hammon, Kirton, Mobbs and Shilton. |
| 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 2010, 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 16 March 2010, it was agreed that the reports as listed in appendix 1 to the report, would be submitted to the meeting in April 2010.
- 7.2 The joint meeting of the informal working party for the Scrutiny of Crime and Disorder is due to take place on 9 April 2010. A report regarding the Scrutiny of Crime and Disorder is due to be submitted to the committee.
- 7.3 A Task & Finish Group has been set up for Discretionary Travel Schemes with the next meeting taking place on Wednesday 7 April 2010. A verbal update of the progress will be given by a member of the group.
- 7.4 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.
- 7.5 On a quarterly basis, the Committee will receive performance reports. The Forward Plan is considered at each meeting and allows the Committee to look at future items and become involved in those Executive decisions to be taken, if members so wish.

7.6 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 Finance and Audit Scrutiny Committee.