

 Overview and Scrutiny Committee – 29 March 2011		Agenda Item No. 7
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Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006	No	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	1 March 2011	
Background Papers	Overview and Scrutiny Committee – 1 March 2011	

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

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		Bill Hunt
Chief Executive		Chris Elliott
CMT		
Section 151 Officer		
Legal		
Finance		Marcus Miskinis
Portfolio Holders		Councillors Caborn, Coker, 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)		

1. **SUMMARY**

- 1.1 This report informs the Committee of their work programme for 2011, 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 1 March 2011, it was agreed that the reports as listed in appendix 1 to the report, would be submitted to the meeting on 29 March 2011.
- 7.2 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.
- 7.3 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.
- 7.4 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.