

 <b>Overview and Scrutiny Committee – 28 September 2009</b>		<b>Agenda Item No.</b>
<b>Title</b>	Review of the work programme	
<b>For further information about this report please contact</b>	Theresa Goss, Committee Services Officer, 01926 456114 or <a href="mailto:committee@warwickdc.gov.uk">committee@warwickdc.gov.uk</a>	
<b>Service Area</b>	Members' Services	
<b>Wards of the District directly affected</b>	N/A	
<b>Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006</b>	No	
<b>Date and meeting when issue was last considered and relevant minute number</b>	25 August 2009	
<b>Background Papers</b>	Overview and Scrutiny Committee – 25 August 2009	

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

<b>Officer/Councillor Approval</b>		
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).		
<b>Officer Approval</b>	<b>Date</b>	<b>Name</b>
Relevant Director	10/09/09	Bill Hunt
Chief Executive	10/09/09	Chris Elliott
CMT		
Section 151 Officer		
Legal	10/09/09	Peter Oliver
Finance	10/09/09	Marcus Miskinis
Portfolio Holders	10/09/09	Councillors Mrs Bunker, Caborn, Doody, Mrs Gallagher, Mrs Grainger, Hammon, Kirton, Mobbs and Shilton.
<b>Consultation Undertaken</b>		
n/a		
<b>Final Decision?</b>		Yes
<b>Suggested next steps (if not final decision please set out below)</b>		

## 1. **SUMMARY**

- 1.1 This report informs the Committee of their work programme for 2009/2010, 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 25 August 2009, it was agreed that the reports as listed in appendix 1 to the report, would be submitted to the meeting in September 2009.
- 7.2 Royal Spa Centre Task and Finish Group – The Groups' final report was to be submitted to the Committee in September but has been put back to October 2009. The report will now be submitted to the Executive in November 2009.
- 7.3 Maintenance of WDC Trees Task and Finish Group – The Group has met on three occasions, one of which was a witness session with WDC officers. Their report will be submitted to the Overview and Scrutiny Committee in November 2009 and the Executive in December 2009.
- 7.5 Expenditure on Tourism Task and Finish Group – The Group is aiming to submit its report to the October meeting of the Finance & Audit Scrutiny Committee
- 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. 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.
- 7.8 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 Finance and Audit Scrutiny Committee.