

 <b>Executive – 18 March 2009</b>		<b>Agenda Item No.</b>
<b>Title</b>	Overview and Scrutiny Committee & Audit and Resources Scrutiny Committee – Scrutiny Work Currently Being Undertaken	
<b>For further information about this report please contact</b>	Councillors Mrs Knight and Gifford  Theresa Goss & Peter Dixon, Committee Services Officers, 01926 456114 or <a href="mailto:committee@warwickdc.gov.uk">committee@warwickdc.gov.uk</a>	
<b>Service Area</b>	Councillors/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Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006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>	N/A	
<b>Background Papers</b>	Overview and Scrutiny Committee & Audit and Resources Scrutiny Committee agendas and minutes 3 February 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>Date</b>	<b>Name</b>
Relevant Director	03.03.09	Bill Hunt/Mary Hawkins
Chief Executive	03.03.09	Chris Elliott
CMT		
Section 151 Officer		
Legal	03.03.09	Peter Oliver
Finance	03.03.09	Marcus Miskinis
Portfolio Holders	03.03.09	Councillors Mrs Bunker, Caborn, Doody, Mrs Grainger, Hammon, Kinson, Kirton, Shilton and White
Others		Councillors Gifford and Mrs Knight
<b>Consultation Undertaken</b>		
N/A		
<b>Final Decision?</b>	Yes	
<b>Suggested next steps</b> (if not final decision please set out below)		

## **1. SUMMARY**

- 1.1 This report informs the Executive on the scrutiny work being undertaken by the Overview and Scrutiny Committee and Audit and Resources Scrutiny Committee.

## **2. RECOMMENDATIONS**

- 2.1 The report be noted; and
- 2.2 Any further comments the Executive make, be passed back to the Overview and Scrutiny Committee or Audit and Resources Scrutiny Committee.

## **3. REASONS FOR THE RECOMMENDATION**

- 3.1 This report is produced to create a dialogue between the Executive and the Overview and Scrutiny Committee & Audit and Resources Scrutiny Committee.
- 3.2 This item on the Executive was previously the Scrutiny Committees' minutes from the previous cycle. However, producing a report was considered a more effective way of keeping the Executive informed of the Overview and Scrutiny Committees' and Audit & Resources Scrutiny Committees' activities.

## **4. ALTERNATIVE OPTIONS CONSIDERED**

- 4.1 This report is not produced and presented to the Executive. The Executive could receive the Overview and Scrutiny Committees' and Audit & Resources Scrutiny Committees' minutes for information, as there is a legal obligation for this flow of information. However this report gives brief and meaningful information on the scrutiny work and further details can be supplied if necessary.

## **5. BUDGETARY FRAMEWORK**

- 5.1 There is no impact on the budgetary framework because this is for the Executives' information only.

## **6. POLICY FRAMEWORK**

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

## **7. BACKGROUND**

- 7.1 The following items were considered at the meeting of Overview and Scrutiny Committee on 3 February 2009:
  - (1) Scrutiny of CCTV – Report from the Task and Finish Group – Councillor Illingworth attended the meeting to present the report to the Committee. The Committee were very happy with the work which had been completed and the report was approved for submission to the Executive.

- (2) Housing Rent Arrears – Councillor Mrs Grainger attended the meeting as Housing Portfolio Holder and answered questions from the Committee.
- (3) Scrutiny of Flooding – Outcomes – the report detailed the progress to date following the Task and Finish Group's scrutiny review. A progress report will be submitted to the Committee in August 2009.
- (4) Forward Plan – the Committee examined the Forward Plan and identified 3 items which members would like information on before the Executive make their decision.
- (5) Scoping Document – Royal Spa Centre – The amended scope was approved and it was noted that Councillor Mrs Knight had joined the Group.
- (6) Comments from the Executive – the Committee noted the Executive's response to comments the Committee had made on items which the Executive considered on 3 & 22 December 2008.
- (7) Review of the Work Programme – The work programme was agreed, with the inclusion of the Forward Plan items and Councillor Mrs Higgins agreed to complete a scoping document with regard to the maintenance of WDC trees.
- (8) Executive Agenda – the Committee passed comment on 6 items due to be considered by the Executive on 4 February 2009.

7.2 The following items were considered at the meeting of the Audit & Resources Scrutiny Committee on 3 February 2009:

- (1) Annual Governance Report from External Audit – the Committee agreed the letter of representation and noted the contents of the final Annual Governance report and the Use of Resources report.
- (2) Procurement - the Council's current arrangements for procurement management were considered, and the Procurement Working Party was asked to bring forward proposals on alternative wording & other arrangements to ensure that the Procurement Manager's role has sufficient authority within the organisation.
- (3) Document Management Solutions Programme – the Committee noted that the three projects which comprised the programme (a document management system in Development Control, a scan and store project in Housing Strategy, and a pilot of the Moss system) were progressing on target and within budget. A final report would be presented to the Committee in June.
- (4) Comments from the Executive – the Committee noted the Executive's response to comments the Committee had made on items which the Executive considered on 3 December.
- (5) Review of the Work Programme – the Committee updated its work programme, noting the withdrawal of reports on Legal Services and "the

Council's Compliance with the Civil Contingencies Act 2004", which would be covered by reports being produced for the Executive.

- (6) Executive Agenda – the Committee passed comment on 8 items due to be considered by the Executive on 4 February.

- 7.3 CCTV Task and Finish Group – The Groups' final report is a separate item on the Executive agenda.
- 7.4 Engaging Young People Task & Finish Group – at their final meeting on 27 January the group discussed its findings, conclusions and recommendations, prior to producing a report on the same for the Executive.
- 7.5 Expenditure on Tourism Task & Finish Group – the first meeting of the Group has been arranged to take place in March.
- 7.6 Royal Spa Centre Task and Finish Group – The Group has had two meetings and had a site visit to Bedworth Civic Hall on 26 February 2009.
- 7.7 Tree and Woodland Task and Finish Group – This Group has been disbanded because the scope of the review was too wide.