

Title	Review of the Work Programme	
For further information about this report please contact	Lesley Dury, Committee Services Officer, 01926 456114 or committee@warwickdc.gov.uk	
Service Area	Civic and Committee 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Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006	No	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	7 May 2014	
Background Papers		

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 *must* be approved by the report authors relevant director, Finance, Legal Services and the relevant Portfolio Holder(s).

Officer Approval	Date	Name
Relevant Director		
Chief Executive		
CMT		
Section 151 Officer		
Legal		
Finance		
Portfolio Holders		

Consultation Undertaken

n/a

Final Decision?	Yes
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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 2014, 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 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.
 - 7.2 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.
 - 7.3 **Task & Finish Group, SEVs**

The Task & Finish Group had the final results of the survey before the Election but the Group need to meet to decide what will happen with writing a report.

OVERVIEW AND SCRUTINY COMMITTEE
Work Programme 2014

10 June 2014

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
Task & Finish Group SEVs – draft report (See item 7.3 in this report)	Full Council October 2012	Chairman of T & F Group to give an update on the results of the survey.	Councillor Rhead	Councillors Brookes, Davies, Mrs Knight, Pittarello, Rhead, weed & Wreford-Bush	July 2014	
To set the O & S Work Programme for 2014/2015	Councillor Mrs Blacklock	Discussion			May 2015	May 2014
To appoint members to a Health Scrutiny Sub-Committee and decide delegated powers and reporting to the O & S Committee (Item 9 on the Agenda)	O & S 15 April 2014	Report	Councillor Mrs Falp			June 2014

1 July 2014

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
LEP Update	O & S 11 March 2014		Councillor Mobbs		Every three months	
Code of Conduct Review			Graham Leach			

September 2014

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
Minutes from the Health Scrutiny Sub Committee	Constitution – Health Scrutiny Sub Committee	Draft / Approved Minutes			Standing item	Standing item to be carried forward on the Work Programme every meeting.
Review of effectiveness of measures taken by the Police re anti-social behaviour at St Nicholas Park and Myton Fields	O & S February 2014		Councillor Mrs Blacklock			

October 2014

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date

November 2014

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
Outside appointments Report – Annual statement of the work undertaken by the Body (Request to be sent by CSO by 1 October, reminder by 15 October, deadline of 10.00 am on 23 October)	O & S September 2013	Written report	Lesley Dury		Every November	No end date as this is an annual report

December 2014

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date

Future Items:

TBA:

- Social Value in Procurement – November 2013
- Forward Plan reference 603 Sports and Leisure Options Appraisal – Bill Hunt to request that this item is delayed to allow O & S to scrutinise it. BH to confirm the date that this should go on the O & S work programme.

March 2015:

Review of the Volunteering Policy (see minutes 11 March 2014)

Review whether to re-commence a Task & Finish Group for Staff Volunteering (see minutes 11 March 2014)

May 2015:

O & S End of Term Report

To set the O & S Work Programme for 2015/2016