

Title	Review of the Work Programme	
For further information about this report please contact	Graham Leach, 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Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006	No	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	8 June 2011	
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 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 Committeees' meeting on 8 June 2011, it was agreed that the reports as listed in appendix 1 to the report, would be submitted to the meeting on 12 July 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.

OVERVIEW AND SCRUTINY COMMITTEE
Work Programme 2011

12 July 2011

	Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish sub group and/or additional persons to attend	Next report date if applicable	Completion date
1	Work programme	Standard Item	Report	Graham Leach	N/A	August 2011	On-going
2	Report on Executive Responses from June 2011 & identification of Executive Decisions to be Scrutinised	Standard Item	Report	Graham Leach	N/A	August 2011	On-going
3	Consideration of specific Executive agenda items	Standard Item	Comments	Graham Leach	N/A	August 2011	On-going
4	Forward Plan	Standard Item	Report	Graham Leach	N/A	August 2011	On-going
5	Tackling Anti-Social Behaviour (ASB)	Minute 110 29/3/2011 Overview & Scrutiny Committee	Report	Pete Cutts	Pete Cutts	April 2012	
6	Volunteering Policy Task & Finish Group	Minute 111	Item	Graham Leach	N/A	TBC	

9 August 2011

	Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish sub group and/or additional persons to attend	Next report date if applicable	Completion date
1	Work programme	Standard Item	Report	Graham Leach	N/A	September 2011	On-going
2	Report on Executive Responses from July 2011 & identification of Executive Decisions to be Scrutinised	Standard Item	Report	Graham Leach	N/A	September 2011	On-going
3	Consideration of specific Executive agenda items	Standard Item	Comments	Graham Leach	N/A	September 2011	On-going
4	Forward Plan	Standard Item	Report	Graham Leach	N/A	September 2011	On-going

13 September 2011

	Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish sub group and/or additional persons to attend	Next report date if applicable	Completion date
1	Work programme	Standard Item	Report	Graham Leach	N/A	October 2011	On-going
2	Report on Executive Responses from August 2011 & identification of Executive Decisions to be Scrutinised	Standard Item	Report	Graham Leach	N/A	October 2011	On-going
3	Consideration of specific Executive agenda items	Standard Item	Comments	Graham Leach	N/A	October 2011	On-going
4	Forward Plan	Standard Item	Report	Graham Leach	N/A	October 2011	On-going

11 October 2011

	Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish sub group and/or additional persons to attend	Next report date if applicable	Completion date
1	Work programme	Standard Item	Report	Graham Leach	N/A	November 2011	On-going
2	Report on Executive Responses from September 2011 & identification of Executive Decisions to be Scrutinised	Standard Item	Report	Graham Leach	N/A	November 2011	On-going
3	Consideration of specific Executive agenda items	Standard Item	Comments	Graham Leach	N/A	November 2011	On-going
4	Forward Plan	Standard Item	Report	Graham Leach	N/A	November 2011	On-going

15 November 2011

	Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish sub group and/or additional persons to attend	Next report date if applicable	Completion date
1	Work programme	Standard Item	Report	Graham Leach	N/A	December 2011	On-going
2	Report on Executive Responses from October 2011 & identification of Executive Decisions to be Scrutinised	Standard Item	Report	Graham Leach	N/A	December 2011	On-going
3	Consideration of specific Executive agenda items	Standard Item	Comments	Graham Leach	N/A	December 2011	On-going
4	Forward Plan	Standard Item	Report	Graham Leach	N/A	December 2011	On-going

13 December 2011

	Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish sub group and/or additional persons to attend	Next report date if applicable	Completion date
1	Work programme	Standard Item	Report	Graham Leach	N/A	January 2012	On-going
2	Report on Executive Responses from November 2011 & identification of Executive Decisions to be Scrutinised	Standard Item	Report	Graham Leach	N/A	January 2012	On-going
3	Consideration of specific Executive agenda items	Standard Item	Comments	Graham Leach	N/A	January 2012	On-going
4	Forward Plan	Standard Item	Report	Graham Leach	N/A	January 2012	On-going

10 January 2012

	Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish sub group and/or additional persons to attend	Next report date if applicable	Completion date
1	Work programme	Standard Item	Report	Graham Leach	N/A	February 2012	On-going
2	Report on Executive Responses from December 2011 & identification of Executive Decisions to be Scrutinised	Standard Item	Report	Graham Leach	N/A	February 2012	On-going
3	Consideration of specific Executive agenda items	Standard Item	Comments	Graham Leach	N/A	February 2012	On-going
4	Forward Plan	Standard Item	Report	Graham Leach	N/A	February 2012	On-going

14 February 2012

	Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish sub group and/or additional persons to attend	Next report date if applicable	Completion date
1	Work programme	Standard Item	Report	Graham Leach	N/A	March 2012	On-going
2	Report on Executive Responses from January 2012 & identification of Executive Decisions to be Scrutinised	Standard Item	Report	Graham Leach	N/A	March 2012	On-going
3	Consideration of specific Executive agenda items	Standard Item	Comments	Graham Leach	N/A	March 2012	On-going
4	Forward Plan	Standard Item	Report	Graham Leach	N/A	March 2012	On-going

13 March 2012

	Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish sub group and/or additional persons to attend	Next report date if applicable	Completion date
1	Work programme	Standard Item	Report	Graham Leach	N/A	April 2012	On-going
2	Report on Executive Responses from February 2012 & identification of Executive Decisions to be Scrutinised	Standard Item	Report	Graham Leach	N/A	April 2012	On-going
3	Consideration of specific Executive agenda items	Standard Item	Comments	Graham Leach	N/A	April 2012	On-going
4	Forward Plan	Standard Item	Report	Graham Leach	N/A	April 2012	On-going

17 April 2012

	Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish sub group and/or additional persons to attend	Next report date if applicable	Completion date
1	Work programme	Standard Item	Report	Graham Leach	N/A	May 2012	On-going
2	Report on Executive Responses from March 2012 & identification of Executive Decisions to be Scrutinised	Standard Item	Report	Graham Leach	N/A	May 2012	On-going
3	Consideration of specific Executive agenda items	Standard Item	Comments	Graham Leach	N/A	May 2012	On-going
4	Forward Plan	Standard Item	Report	Graham Leach	N/A	May 2012	On-going

Dates to be confirmed

Maintenance of Tree's Progress report
RSL's: Joint commissioning of affordable housing