

 Overview and Scrutiny Committee – 17 March 2009		Agenda Item No.
Title	End of Term Report	
For further information about this report please contact	Theresa Goss, 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Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006	No	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	N/A	
Background Papers	Overview and Scrutiny Committee agendas from May 2008 to present	

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	03.03.09	Bill Hunt
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	09.03.09	Councillors Mrs Bunker, Caborn, Mrs Grainger, Hammon, Kinson and White
Consultation Undertaken		
n/a		
Final Decision?	Yes	
Suggested next steps (if not final decision please set out below)		

1. **SUMMARY**

- 1.1 This report reviews the work the Overview and Scrutiny Committee has undertaken since May 2008.

2. **RECOMMENDATIONS**

- 2.1 It be recommended to Council that the list of matters considered by this Committee during the municipal year 2008/09, as detailed in appendix A to the report, be noted; and
- 2.2 Members give their feedback on how the scrutiny process has been developed since May 2008.

3. **REASONS FOR THE RECOMMENDATION**

- 3.1 Under Article 6 of the Council's Constitution Overview & Scrutiny Committees is required to provide an end of term report to the Council on work they have undertaken during the year.
- 3.2 The matters considered during the year are attached at Appendix 1 to the report. This will be updated again to include matters considered at this meeting before it is submitted to Council.

4. **ALTERNATIVE OPTIONS CONSIDERED**

- 4.1 There are no alternative options as this report complies with the requirements of Article 6 of the Council's Constitution.

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 In May 2008, the new Overview and Scrutiny Committee was established. Details of the work undertaken by the Committee, is shown in Appendix 1.
- 7.2 The main change from the previous Committee style was to streamline the agenda and ensure that it is member led and the items included are those which members wish to receive.
- 7.3 There are a number of standard items on the agenda including the Forward Plan, consideration and comments on selected Executive agenda items, a report on the response the Executive made to the Committees' comments on the previous Executive agenda and the work programme.

- 7.4 Four Task and Finish Groups have also been established. The agreed procedure is that all non-executive members are invited to join these Groups and they only meet following prior approval of the scope by the Overview and Scrutiny Committee.
- 7.5 Two scrutiny reviews have been completed in 2008/2009 and these were with regard to CCTV and Engaging Young People. The response from members has been positive and both of these Groups have produced meaningful and useful recommendations.
- 7.6 The third Group is the Royal Spa Centre Task and Finish Group and their work is currently on-going. The Group will be reporting to the Overview and Scrutiny Committee in July 2009 and the Executive in September 2009.
- 7.7 The fourth Task and Finish Group is with regard to tourism and the first meeting is due to be held in March 2009.
- 7.8 At the meeting in February 2009, the Overview and Scrutiny Committee identified three items within the Forward Plan which members would like to have an impact upon, before the report is submitted to the Executive and the decision is made. These have been added into the Committees' work programme and members will now look at the Forward Plan at each meeting. The Committee will also be able to identify any policies due for approval at a future meeting of the Executive and feed into those policies, where members wish to do so.
- 7.9 The Committee have also continued to consider the Executive agenda, but only those items which have been specifically selected by members. This has meant that only the Executive items which are of particular interest to members are commented upon and the Committees' time is spent more effectively.
- 7.10 A training session on questioning skills was arranged for all members in January 2009, which gave members the skills needed to interview witnesses who attend the Committee or Task and Finish Groups. This session was very well received by members and a second session will be arranged for later in the year.
- 7.11 The Chairs of the Overview and Scrutiny Committee and Audit and Resources Scrutiny Committee will also be attending a seminar at the House of Commons on Parliamentary scrutiny.
- 7.12 Scrutiny training is an area which will be monitored and appropriate sessions arranged where necessary, either via the Member Development Group or at the request of members. Officers are also continually monitoring the training needs of scrutiny members and are proactively arranging suitable training.
- 7.13 Following verbal feedback from members, the general perception is that the Overview and Scrutiny Committee has worked well in the past 10 months and scrutiny within the authority is making good progress.
- 7.14 To gauge further the reaction from members on the scrutiny work since May 2008, a questionnaire has been circulated to all non-executive members. Also two Scrutiny Focus Groups have been arranged to allow officers to talk to members and discuss how effectively the change has been implemented and how it can be improved during 2009/2010.

7.15 For members information, Appendix 1 to the report also outlines the work that Audit and Resources Scrutiny Committee have undertaken during the year.