

 <b>Overview and Scrutiny Committee – 10 January 2012</b>		<b>Agenda Item No. 7</b>
<b>Title</b>	Review of the Work Programme	
<b>For further information about this report please contact</b>	Graham Leach, 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Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006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>		
<b>Background Papers</b>		

<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		
Chief Executive		
CMT		
Section 151 Officer		
Legal		
Finance		
Portfolio Holders		
<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 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 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.

**OVERVIEW AND SCRUTINY COMMITTEE**  
**Work Programme 2011**

**10 January 2012**

<b>Title</b>	<b>Where did item originate from</b>	<b>Format</b>	<b>Lead Officer</b>	<b>Membership of Task &amp; Finish</b>	<b>Next report date if applicable</b>	<b>Completion date</b>

Plus standards items: Work programme, Executive Comments, Consideration of specific Executive items; and Forward Plan

**14 February 2012**

<b>Title</b>	<b>Where did item originate from</b>	<b>Format</b>	<b>Lead Officer</b>	<b>Membership of Task &amp; Finish</b>	<b>Next report date if applicable</b>	<b>Completion date</b>

Plus standards items: Work programme, Executive Comments, Consideration of specific Executive items; and Forward Plan

**13 March 2012**

<b>Title</b>	<b>Where did item originate from</b>	<b>Format</b>	<b>Lead Officer</b>	<b>Membership of Task &amp; Finish</b>	<b>Next report date if applicable</b>	<b>Completion date</b>
Volunteering Task & Finish Group Final Report	8 February 2011 O&S Committee	Report	Bill Hunt	Mrs Bromley, Gifford, Mrs Knight, Mrs Tyrrell, Weber & Williams.		

Plus standards items: Work programme, Executive Comments, Consideration of specific Executive items; and Forward Plan

**17 April 2012**

<b>Title</b>	<b>Where did item originate from</b>	<b>Format</b>	<b>Lead Officer</b>	<b>Membership of Task &amp; Finish</b>	<b>Next report date if applicable</b>	<b>Completion date</b>
Establish a Task and Finish Group on Dog Control Orders	Minute number 59, 15 November 2011	Agenda item	None	To be appointed		

Plus standards items: Work programme, Executive Comments, Consideration of specific Executive items; and Forward Plan

September 2012

Safeguarding Children Action Plan – monitoring of action plan.

December 2012

Allocation of budget to deliver Voluntary Sector Services in Warwick District in 2012-2015 – See Minute 69, Item 11 (13 December 2011)