

 WARWICK DISTRICT COUNCIL	Overview and Scrutiny Committee – 16 March 2010	Agenda Item No.
Title	Review of the Work Programme	
For further information about this report please contact	Emma Millward, 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Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006	No	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	2 February 2010	
Background Papers	Overview and Scrutiny Committee – 2 February 2010	

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	8/03/2010	Bill Hunt
Chief Executive	8/03/2010	Chris Elliott
CMT		
Section 151 Officer		
Legal		
Finance	2/03/2010	Marcus Miskinis
Portfolio Holders		Councillors Mrs Bunker, Caborn, Doody, Mrs Gallagher, Mrs Grainger, Hammon, Kirton, Mobbs and Shilton.
Consultation Undertaken		
n/a		
Final Decision?	Yes	
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 2010, 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 Committees' meeting on 2 February 2010, it was agreed that the reports as listed in appendix 1 to the report, would be submitted to the meeting in March 2010.

- 7.2 Following agreement by the Chair the Creation of a Volunteering Policy report has been moved from March 2010 to dates to be confirmed to enable an officer group to be formed to formulate a draft policy for consideration by this committee.

- 7.3 A Task & Finish Group has been set up for Discretionary Travel Schemes. The first meeting was held on 3 March 2010 and Councillor John Barrott was appointed the Chair. The Next meeting is due to take place on 7 April 2010. There were no proposed revisions to the scope, only the addition of further groups they wished to contact, these were;

- Age Concern
- The Senior Peoples Forum
- Users e.g. St Patricks Irish Club & The Stroke Association
- Taxi/Private Hire Associations
- Social Services
- Hospital Transport Scheme
- Racing Club/Racing to get there

- 7.3 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.
- 7.4 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.
- 7.5 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.