

<b>Title</b>	Review of the Work Programme	
<b>For further information about this report please contact</b>	Lesley Dury, Committee Services Officer, 01926 456114 or <a href="mailto:committee@warwickdc.gov.uk">committee@warwickdc.gov.uk</a>	
<b>Service Area</b>	Civic and Committee 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Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006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>	8 October 2013	
<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

**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).

<b>Officer Approval</b>	<b>Date</b>	<b>Name</b>
Relevant Director		
Chief Executive		
CMT		
Section 151 Officer		
Legal		
Finance		
Portfolio Holders		

**Consultation Undertaken**

n/a

<b>Final Decision?</b>	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 2013, 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 2013**

**12 November 2013**

<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>
Outside appointments Report – Annual statement of the work undertaken by the Body  (Request to be sent by Committee Services Officer by 1 October, reminder by 17 October, deadline of 10.00 am on 31 October)	O & S September 2013	Written report	Lesley Dury		November 2014	No end date as this is an annual report
Portfolio Holder Update (Councillors Hammon & Mobbs)		Report	Councillors Hammon & Mobbs			
Task & Finish Group – Dog Control Orders – Feedback from the Executive	Executive 9 October 2013	Verbal Report	Councillor Mrs Blacklock			
Task & Finish Group SEVs – Progress report	Full Council October 2012	Verbal Report by Councillor Brookes or Councillor Mrs Knight	Councillor Rhead	Councillors Brookes, Davies, Mrs Knight, Pittarello, Rhead, weed & Wreford-Bush	December 2013	

Task & Finish Group – Staff Volunteering		Verbal Report by Councillor Illingworth or Councillor Mrs Bromley	Councillor Illingworth	Councillors Mrs Bromley, Gifford, Guest & Illingworth		
Health Scrutiny Working Party update	O & S 6 August 2013	Verbal update	Councillor Mrs Falp		December 2013	

**OVERVIEW AND SCRUTINY COMMITTEE**  
**Work Programme 2013**

**10 December 2013**

<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>
Portfolio Holder Update (Councillors Coker & Cross)		Report	Councillors Coker & Cross			
Task & Finish Group SEVs – Progress report	Full Council October 2012	Verbal Report by Councillor Brookes or Councillor Mrs Knight	Councillor Rhead	Councillors Brookes, Davies, Mrs Knight, Pittarello, Rhead, weed & Wreford-Bush	January 2014	
Task & Finish Group – Staff Volunteering		Verbal Report by Councillor Illingworth or Councillor Mrs Bromley	Councillor Illingworth	Councillors Mrs Bromley, Gifford, Guest & Illingworth		
Health Scrutiny Working Party update	O & S 6 August 2013	Verbal update	Councillor Mrs Falp		January 2014	
Update on the position in respect of Fit for the Future	O & S 6 August 2013	Report	Andrew Jones			
Asset Management Review	O & S 30 May 2013	Report	Bill Hunt			
HARP (if this is on the Executive agenda)	O & S 6 August 2013	Report	Amy Carnall			

Discretionary Housing Benefits – Update report	O & S 8 October 2013	Report	Andrea Wyatt			
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**Future Items:****TBA:**

- Portfolio Holder for Cultural Services to discuss the future of the cinema at the Spa Centre

**January 2014**

- The Volunteering Policy be reviewed in 12 months, by three members of the Committee in liaison with Warwickshire Community and Voluntary Action (WCAVA), to assess the impact it has made. (O & S Resolution Nov 2012 and Oct 2013)
- Update from Strategic Leadership Portfolio Update from Councillor Caborn

**February 2014**

- Review of the Local Plan (O & S 30 May 2013)
- Update from Portfolio Holders for Community & Corporate Services & Housing and Property Services