

 Overview and Scrutiny Committee – 3 February 2009		Agenda Item No.
Title	Review of the work programme	
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Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006	No	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	2 December 2008	
Background Papers	Overview and Scrutiny Committee – 2 December 2008	

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	16.01.09	Bill Hunt
Chief Executive	16.01.09	Chris Elliott
CMT		
Section 151 Officer		
Legal	16.01.09	Peter Oliver
Finance	16.01.09	Marcus Miskinis
Portfolio Holders	16.01.09	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 informs the Committee of their work programme for 2008/2009, and the beginning of 2009/2010, shown in 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 December 2008, it was agreed that in addition to standard items on the agenda, the Committee would receive the following reports in February 2009:

- Housing Rent Arrears (Councillor Mrs Grainger invited to attend as Housing Portfolio Holder)
- Executive decisions
- Forward Plan (now a standard item on the agenda)
- Scrutiny of Flooding, CCTV and Engaging Young People
- Amended scope for the scrutiny of the Royal Spa Centre

7.2 Engaging Young People Task and Finish Group – The final report will now be submitted to the March 2009 meeting, as the Group have scheduled in a further meeting on 27 January 2009 to conclude their work.

7.4 CCTV Task and Finish Group – The Group have now concluded their scrutiny of CCTV and the draft report is a separate item on this agenda.

7.6 Tree and Woodland Task and Finish Group – The Group were due to have their first meeting on 21 January 2009. However this meeting had to be postponed and will be held shortly.

- 7.7 Royal Spa Centre Task and Finish Group – The Group had their first meeting on 5 January 2009 and the amended scope is a separate item on this agenda. Councillor Coker was appointed as Chairman and the second meeting is scheduled for 5 February 2009, where the Group will be considering some background information and having a tour of the Royal Spa Centre.
- 7.6 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.
- 7.7 On a quarterly basis, the Committee will receive performance reports and had previously received the Forward Plan on this basis too. However, to ensure the Forward Plan is used effectively to allow the Committee to become involved in the Executive decisions to be taken, this is now a standard item on each agenda.
- 7.8 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 Audit and Resources Scrutiny Committee.
- 7.9 It has also been highlighted at the December meeting of the Audit & Resources Scrutiny Committee, that a scope and membership was agreed for the scrutiny of Expenditure on Tourism.
- 7.10 Whilst Audit & Resources have a responsibility with regard to financial and budgetary matters, the responsibility for tourism (including any financial aspects) falls within the remit of the Overview & Scrutiny Committee. Therefore this review should be lead by the Overview & Scrutiny Committee. However it is also noted that the Audit & Resources Scrutiny Committee raised this issue as a concern and this then falls within their remit.
- 7.11 Therefore on balance, it was felt that the Audit & Resources Scrutiny Committee should take responsibility for this but that the final report also goes to the Overview & Scrutiny Committee for information.
- 7.12 This has raised an important point about t he overlap of issues. It was recognised that any scrutiny review, where it is anticipated that there would be a significant financial considerations, Audit & Resources Scrutiny Committee should have at least a member participating, who could provide the Committees' perspective along with keeping the Audit & Resources Scrutiny Committee informed of progress.
- 7.13 This area of roles and responsibility of the two scrutiny committees is one that needs to be carefully considered when the scrutiny function is reviewed. This would reduce any potential overlaps and ensure where there is an overlap, clear guidelines are in place to provide guidance for both members and officers on what approach should be taken.