

 Overview and Scrutiny Committee – 8 October 2013		Agenda Item No. 8
Title	Review of the Work Programme	
For further information about this report please contact	Lesley Dury, Committee Services Officer, 01926 456114 or committee@warwickdc.gov.uk	
Service Area	Civic and Committee 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Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006	No	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	10 September 2013	
Background Papers		

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		
Chief Executive		
CMT		
Section 151 Officer		
Legal		
Finance		
Portfolio Holders		
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 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 2012

8 October 2013

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
Task & Finish Group SEVs – Recommendation Report	Full Council October 2012	Report	Councillor Rhead	Councillors Brookes, Davies, Mrs Knight, Pittarello, Rhead, weed & Wreford-Bush	November 2013	
Health Scrutiny Working Party update	O & S 6 August 2013	Verbal update	Councillor Mrs Falp		November 2013	
Update on the position in respect of Fit for the Future (email from The Deputy Chief Executive (AJ) – report will be Nov meeting now)	O & S 6 August 2013	Report	Andrew Jones		November 2013	
Asset Management Review (email from The Deputy Chief Executive (AJ) – report will be Nov meeting now)	O & S 30 May 2013	Report	Jameel Malik		November 2013	
Portfolio Holder – Neighbourhood Services Update	O & S 6 August 2013	Report	Councillor Shilton			

OVERVIEW AND SCRUTINY COMMITTEE
Work Programme 2012

12 November 2013

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
Review of the Volunteering Policy	Resolution made at O & S November 2012					
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			Every November	No end date as an annual report
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	Jameel Malik			
Portfolio Holder Update x 2		Report				
HARP (if this is on the Executive agenda)	O & S 6 August 2013	Report	Amy Carnall			

Future Items:

TBA:

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

November 2013

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)

February 2014

Review of the Local Plan (O & S 30 May 2013)