WARWICK DISTRICT COUNCIL	**Overview and Scrutiny Committee – 13 November 2012**	**Agenda Item No. 10**

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Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006	No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	
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 *must* 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 2012, 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.

APPENDIX 1

OVERVIEW AND SCRUTINY COMMITTEE
Work Programme 2012

13 November 2012

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
Community Protection Portfolio Holder Presentation – Detail of the service area outlining the details behind the Portfolio Holder Statement including key performance issues/measures for these	10 July 2012 O & S Committee	Verbal Report	Councillor Coker			
Cultural Services Portfolio Holder Presentation – Detail of the service area outlining the details behind the Portfolio Holder Statement including key performance issues/measures for these	10 July 2012 O & S Committee	Verbal Report	Councillor Cross			
Volunteering Task & Finish Group Final Report	8 February 2011 O & S Committee	Report	Graham Leach	Mrs Bromley, Gifford, Mrs Knight, Mrs Tyrrell, Weber & Williams.		

Safeguarding Children Action Plan – monitoring of action plan		Report	Bill Hunt			
Dog Control Orders Task & Finish Group: To appoint the members to the T & F Group	9 October 2012 O & S Committee	Report	Lesley Dury	To be confirmed on 13 November 2012		

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

APPENDIX 1

11 December 2012

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
Corporate & Community Services Protection Portfolio Holder Presentation – Detail of the service area outlining the details behind the Portfolio Holder Statement including key performance issues/measures for these	10 July 2012 O & S Committee	Report & Presentation	Councillor Mrs Grainger			
Neighbourhood Services Portfolio Holder Presentation – Detail of the service area outlining the details behind the Portfolio Holder Statement including key performance issues/measures for these	10 July 2012 O & S Committee	Verbal Report	Councillor Shilton			
Allocation of budget to deliver Voluntary Sector Services in Warwick District in 2012-2015	13 December 2011 O & S Committee Minute 69	Verbal or written Report	Susie Drummond			

Update on Tourism and Visitor Economy with the Steering Group on Tourism to give feedback	13 March 2012 O & S Committee	Verbal or written Report	Joe Baconnet			

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

APPENDIX 1

8 January 2013

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
Development Services Portfolio Holder Presentation – Detail of the service area outlining the details behind the Portfolio Holder Statement including key performance issues/measures for these	10 July 2012 O & S Committee	Verbal Report	Councillor Hammon			

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

APPENDIX 1

12 February 2013

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
Housing & Property Services Portfolio Holder Presentation – Detail of the service area outlining the details behind the Portfolio Holder Statement including key performance issues/measures for these	10 July 2012 O & S Committee	Verbal Report	Councillor Vincett			

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

APPENDIX 1

12 March 2013

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
Finance Portfolio Holder Presentation – Detail of the service area outlining the details behind the Portfolio Holder Statement including key performance issues/measures for these	10 July 2012 O & S Committee	Verbal Report	Councillor Mobbs			
Events Experiment Report – To review whether it is on track, is producing income and to review the impact on the Town Centre.	19 June 2012 O & S Committee	Written or Verbal Report	Rose Winslip			

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