WARWICK DISTRICT COUNCIL	**Overview and Scrutiny Committee – 1 July 2014**	**Agenda Item No. 7**

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Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006	No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 June 2014
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 2014, appendix 1.

2. RECOMMENDATIONS

2.1 The report be noted; and

2.2 Any amendments suggested at the meeting, be made accordingly.

2.3 Councillor Wreford-Bush be appointed as a voting member of the Health Scrutiny Sub-Committee.

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.

7.3 At the last meeting of the Overview & Scrutiny Committee, it was noted that Councillor Wreford-Bush would be joining the Committee following his appointment to it at the next Full Council. He would then be appointed to the Health Scrutiny Sub-Committee as a voting member.

7.4 At the last meeting of the Overview & Scrutiny Committee, Members expressed a wish to review the report written by a Task & Finish Group in 2009 on CCTV to see if there were any follow-on matters that required further scrutiny. See appendix 2.

OVERVIEW AND SCRUTINY COMMITTEE
Work Programme 2014

1 July 2014

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
To appoint Councillor Wreford-Bush as a voting member of the Health Scrutiny Sub-Committee	O & S 10 June 2014					
Review the CCTV T & F Report	O & S 10 June 2014					

29 July 2014

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
Task & Finish Group SEVs – draft report	Full Council October 2012	Chairman of T & F Group to give an update on the results of the survey.	Councillor Rhead	Councillors Brookes, Davies, Mrs Knight, Pittarello, Rhead, weed & Wreford-Bush		
Health Scrutiny Update			Sub-Committee Chairman	Councillors: Copping, Mrs Falp, Gill, Illingworth, Kinson and Wreford-Bush		
LEP Update	O & S 11 March 2014		Councillor Mobbs		Every three months	
Code of Conduct Review		Report	Graham Leach			
Children's Champion Report defining the roles of Councillors Mrs Falp and Mrs Gallagher and a training programme for all members	O & S 10 June 2014	Report	Bill Hunt			

2 September 2014

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date

30 September 2014

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
Review of effectiveness of measures taken by the Police re anti-social behaviour at St Nicholas Park and Myton Fields and Invite the Police Officer who drew up the Action Plan to the O & S meeting (Councillor Blacklock has his details)	O & S February 2014 and 10 June 2014					

4 November 2014

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
Outside appointments Report – Annual statement of the work undertaken by the Body (Request to be sent by CSO by 1 October, reminder by 15 October, deadline of 10.00 am on 23 October)	O & S September 2013	Written report	Lesley Dury		Every November	No end date as this is an annual report

2 December 2014

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date

Future Items:

TBA:

- Social Value in Procurement – November 2013
- Forward Plan reference 603 Sports and Leisure Options Appraisal – Bill Hunt to request that this item is delayed to allow O & S to scrutinise it. BH to confirm the date that this should go on the O & S work programme.

March 2015:

Review of the Volunteering Policy (see minutes 11 March 2014)
Review whether to re-commence a Task & Finish Group for Staff Volunteering (see minutes 11 March 2014)
Way forward for Health Scrutiny – Recommendation Report from Sub-Committee

May 2015:

O & S End of Term Report
To set the O & S Work Programme for 2015/2016