WARWICK DISTRICT COUNCIL	**Overview and Scrutiny Committee – 8 May 2013**	**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Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006	No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	
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 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.

8 May 2013

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
Annual review of the work programme .	Standard annual item.	Report	Lesley Dury / Councillor Gifford		April/May 2014	May 2013
Enforcement of on and off-street regulations.	O & S Feb 2013	Written report	Ian Coker			
Task & Finish Group Dog Control Orders – Draft Report	November 2011	Written Report	Councillor Mrs Blacklock	Councillors Mrs Blacklock, Mrs Bromley, Mrs Falp, Weber and Williams	June 2013	
Governance of the Coventry & Warwickshire Local Enterprise Partnership	A complaint from a member of public		Councillor Gifford			
Task & Finish Group – SEVs – update report	Full Council October 2012	Verbal report from Councillor Brookes	Councillor Rhead	Councillors Brookes, Davies, Mrs Knight, Pittarello, Rhead, weed & Wreford-Bush	June 2013	
To approve the membership of the Task & Finish Group for Staff Volunteering	O & S Committee November 2012	Verbal report	Peter Dixon		June 2013	
Safeguarding Children Action Plan – monitoring of action plan		Written report	Jameel Malik			

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

29 May 2013

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

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

18 June 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	Written Report	Councillor Rhead	Councillors Brookes, Davies, Mrs Knight, Pittarello, Rhead, weed & Wreford-Bush		
Task & Finish Group Dog Control Orders – Final Report	November 2011	Written Report	Councillor Mrs Blacklock	Councillors Mrs Blacklock, Mrs Bromley, Mrs Falp, Weber and Williams		

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

Future Items:

TBC between the Head of Housing and Property Services and the Chairman of Overview and Scrutiny

The Tenants' Incentive Scheme and the Tenant Transfer Scheme between WDC and Waterloo Housing (O & S April 2013)

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)