

# **Report to Overview & Scrutiny Committee**

**Date of meeting: 6 November 2008**

**Subject: Overview and Scrutiny Work Programme – Six monthly review**

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**Committee Secretary: A Hendry (ext 4246)**



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## **Recommendations:**

**(1) That the current work programme be reviewed in accordance with rule 9.3 of the Overview and Scrutiny Rules having regard to:**

- (a) the resourcing and scope of the programme; and**
- (b) the reserve programme and new proposals from members;**

**(2) That the Committee:**

- (a) consider the progress report on recommendations made by last years Task and Finish Panels; and**
- (b) make recommendations for further action as necessary.**

1. (Assistant to the Chief Executive). The Overview and Scrutiny Procedural rules state that 'The Overview and Scrutiny Work Programme shall be of six – months duration and be reviewed at or before the expiration of that six month period'.

2. The current work programme is attached. A review of this plan is therefore now due.

## **Task and Finish Panels**

3. At the annual review (May 2008) two Task and Finish Panels were established (or re-established). The Panel for Leisure has met twice this year, the other Panel, Customer Transformation Task and Finish has met three times.

## **Scrutiny Standing Panels**

4. There were two new standing Panels created after splitting up the old Environment and Planning Standing Panel. They are the Safer Cleaner Greener Standing Panel and the Planning Services Standing Panel. These panels split the Environmental and Planning topics into separate panels for convenience.

## **Reserve List.**

5. A reserve list of scrutiny topics is required to ensure that the work flow of OSC is continuous. OSC will 'pull out' items from the list and allocate them accordingly once space becomes available in the work plan following the completion of existing reviews.

6. To date no items have been submitted. Members can put forward any further suggestions for inclusion in the reserve list either during the meeting or at a later date. Existing review items will be dealt with first, then time will be allocated to the items contained in the reserve work plan.

7. Members need to bear in mind that new projects can be added but only if there is capacity among Panels and officers to undertake them.

### **Review of Recommendations Made by Task and Finish Panels**

8. Members have requested a review of the recommendations made by the various Task and Finish Panels last year. Attached is a schedule showing the individual recommendations and a progress report against each item. The Committee are requested to review the schedule and make any further requests as appropriate either directly to the relevant portfolio holder or to Service Directors/Lead Officers.