

Report to Planning Scrutiny Panel

Date of meeting: 7th February 2012

Subject: Preliminary Report Work Programme 2012-13

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Committee Secretary: M Jenkins (01992 56 4607)



Recommendations/Decisions Required:

To consider as part of the Work Programme the Business and Financial Review contained in Section 3 (b) of the Business Plan (2012/13) and the Electronic Records Management Progress Plan (Appendix Two of the Business Plan 2012/13)

Report:

- 1 This report outlines the proposed Business and Financial Review to be inserted as Section 3 (b) of the Business Plan and forms a preliminary outline of an important element of the Business Plan for 2012/13 as attached as Appendix A.
- 2 In addition the Electronic Records Management Progress Plan Appendix Two of the Business Plan for is attached consideration as a part of the Work Programme for Planning Scrutiny Panel as Appendix B

Reason for decision:

- 3 The Panel received a report regarding the Planning Services Scrutiny Standing Panel's Terms of Reference and Work Programme 2011/12 on 7th December 2012 with suggestions for amending the Terms of Reference and Work Programme.
- 4 This forms the first element of the Work Programme to Planning Scrutiny Panel. The Work Programme will receive the full Business Plan in April 2012. The change to the Terms of Reference has been considered and agreed by the main Overview and Scrutiny Panel on 24th January 2012.
- 5 Further information will be provided to Planning Scrutiny Panel Work Programme as required.
- 6 Appendix A and B attached are the first two parts of the Business Plan submitted as part of the Work Programme for Planning and Economic Development 2012-2013.