



**REPORT of
DIRECTOR OF STRATEGY, PERFORMANCE AND GOVERNANCE**

**to
OVERVIEW AND SCRUTINY COMMITTEE
31 OCTOBER 2019**

2019 / 20 PROGRAMME OF WORK UPDATE

1. PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to provide an update on the work programme of this Committee for 2019 / 20. It is requested that the Committee reviews the position on items in the existing work programme with a view to either remove or specify items for scrutiny and suggest deadlines for completion.

2. RECOMMENDATIONS

- (i) that items on the Programme of Work which are complete be identified and removed;
- (ii) that remaining items of scrutiny be made specific, and deadlines set for completion;
- (iii) that any new items for scrutiny be advised following the review of the Programme of Work at **APPENDIX 1**.

3. SUMMARY OF KEY ISSUES

- 3.1 The Committee has previously considered and agreed a Programme of Work for 2019 / 20; and other issues have been added subsequently. **APPENDIX 1** provides a brief outline on the agreed items of scrutiny.
- 3.2 At the meeting on 2 October 2019, Members were advised that items for scrutiny should not be generalised. This meeting also saw the removal of items which could not be progressed any further.
- 3.3 Where items are added to the Programme of Work, Members are reminded that areas for scrutiny are to be specific. It is suggested that items on the Programme of Work will, on being of a task and finish nature, normally be completed within a period covering two to three meetings in line with Government guidance pending identification of any further scrutiny being required.

4. CONCLUSION

- 4.1 Outstanding issues are to be specific in order to remain on the Programme of Work.
- 4.2 Members are asked to identify any items which can be removed from the Programme of Work.

5. IMPACT ON STRATEGIC THEMES

- 5.1 The work of the Overview and Scrutiny Committee supports an open and transparent organisation.

6. IMPLICATIONS

- (i) **Impact on Customers** – Scrutiny work may aid in improvements to service to the public by the Council and external authorities.
- (ii) **Impact on Equalities** – None identified.
- (iii) **Impact on Risk** – Recommendations arising from scrutiny could assist in mitigating corporate risks.
- (iv) **Impact on Resources (financial)** – Officer time in preparing the reports and supporting information.
- (v) **Impact on Resources (human)** – None identified.
- (vi) **Impact on the Environment** – None identified.

Background papers: None.

Enquiries to:

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