

PART A

Report to: Overview and Scrutiny Committee
Date of meeting: 2 February 2012
Report of: Head of Legal and Property Services
Title: Work Programme and Annual Report 2011/12

1.0 SUMMARY

1.1 This report provides an update on the current work programme for 2011/12. The Scrutiny Committee is also requested to consider the information it might wish to be included in the Annual Report 2011/12.

2.0 RECOMMENDATION

- 2.1 that the latest version of the work programme be noted.
- 2.2 that the Scrutiny Committee's comments about the Annual Report be noted.

Contact Officer:

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Committee and Scrutiny Officer
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Report approved by: Carol Chen, Head of Legal and Property Services

3.0 DETAILED PROPOSAL

- 3.1 The latest version of the Overview and Scrutiny Committee Work Programme is attached at Appendix 1 for Members' consideration. The Committee and Scrutiny Officer has updated the Programme taking into account Members' comments and decisions at previous meetings.
- 3.2 **Annual Report 2011/12**
- 3.3 Each year Watford Borough Council produces an Annual report which includes a synopsis of the scrutiny work undertaken throughout the year and commentaries from each of the Scrutiny Chairs.

- 3.4 An extract of the 2010/11 Annual Report is attached for information at Appendix 2.
- 3.5 Members are asked to consider what information should be included in the section dedicated to Overview and Scrutiny Committee.
- 3.6 The Committee and Scrutiny Officer will prepare a draft of the Overview and Scrutiny Section for consideration at the next meeting.

4.0 **IMPLICATIONS**

4.1 **Financial**

- 4.1.1 The Head of Strategic Finance comments that the implications of any detailed scrutiny review would need to be considered on an individual basis. It is unlikely however that any incidental expenditure could not be contained within existing estimates.

4.2 **Legal Issues** (Monitoring Officer)

- 4.2.1 The Head of Legal and Property Services comments that there are no legal implications in this report.

4.3 **Staffing**

- 4.3.1 Democratic Services is able to manage two time-limited Task Groups at any one time to ensure there is capacity within the team to manage the meetings.

Appendices

Appendix 1 – Overview and Scrutiny Committee Work Programme 2011/12

Appendix 2 – Extract of the 2010/11 Annual Report

Background Papers

Minutes of previous meetings

The Annual Report of Overview and Scrutiny in Watford Borough Council
2010/11

File Reference

None