



MEMBERSHIP 2011/12

Councillor Mark Watkin (Chair)
Councillor Steve Rackett (Vice-Chair)
Councillors Nigel Bell, Sue Greenslade, Kareen Hastrick, Peter Jeffree, Stephen Johnson, Rabi Martins, Kelly McLeod

Overview and Scrutiny Committee Work Programme 2011/12

OVERVIEW AND SCRUTINY COMMITTEE – PROGRAMME OF WORK 2011/12

INTRODUCTION

The work programme of the Overview and Scrutiny Committee is a live document which will be managed throughout the year. Items may be added or deleted as the year progresses at the discretion of the Committee.

The Committee's work programme is centred on:

- i. Call in of Cabinet decisions (as necessary).
- ii. Reviewing the Cabinet's Forward Plan
- iii. Monitoring of the Council's performance (through regularly produced performance reports and measures).
- iv. Reviewing progress on all agreed recommendations of review work on a regular basis.

The Scrutiny Committee will set up time limited task groups to examine issues in depth. Upon conclusion of the assigned task, task groups will report their findings back to the Overview and Scrutiny Committee for ratification.

HOW DO I RAISE AN ISSUE?

If you would like to raise an issue with the Overview and Scrutiny Committee, please contact Sandra Hancock, Committee and Scrutiny Officer
Telephone: 01923 278377
Email: legalanddemocratic@watford.gov.uk

Meeting 1 – 23 June 2011 <i>Committee Room / 7.00 pm.</i>				
AGENDA ITEM AND REPORT PROVIDER	REASONS FOR INCLUSION ON AGENDA	EXPECTED OUTCOMES	REQUIREMENTS	FOLLOW UP / PROGRESS
Call-in	Consideration of Executive decision(s) called in			
Forward Plan (Committee and Scrutiny Officer)	Review the Executive's Forward Plan		Report including the latest edition of the Forward Plan	
Budget Panel update (Committee and Scrutiny Officer)	Monitor the work undertaken by the Panel		Report	
Voluntary Sector Task Group – Cabinet response (Committee and Scrutiny Officer)	To consider the response from Cabinet and consider any further action.		Report and Cabinet response	
Work Programme (Committee and Scrutiny Officer)	Agree the rolling work programme and identify suitable topics for further investigation by time limited task groups		Report and draft work programme	
2010/11 Quarter 4 Performance Management Report (Partnerships and Performance Section Head)	Regular review of the Council's performance		Report	

Meeting 2 – 26 July 2011 <i>Committee Room / 7.00 pm.</i>				
AGENDA ITEM AND REPORT PROVIDER	REASONS FOR INCLUSION ON AGENDA	EXPECTED OUTCOMES	REQUIREMENTS	FOLLOW UP / PROGRESS
Forward Plan (Committee and Scrutiny Officer)	Review the Executive's Forward Plan		Report including the latest edition of the Forward Plan	
Budget Panel update (Committee and Scrutiny Officer)	Monitor the work undertaken by the Panel		Report	
Task Group update (Committee and Scrutiny Officer)	Monitor the work undertaken by the current Task Group(s)		Report	
Previous review update	Monitor the agreed recommendations from a previous review			
Affordable Housing review – Cabinet response (Committee and Scrutiny Officer)	Review the Cabinet response and consider any further action.		Report and Cabinet response	
Work Programme (Committee and Scrutiny Officer)	Monitor the rolling work programme and amend as required		Report and latest work programme	

Meeting 3 – 10 August 2011 <i>Committee Room / 7.00 pm.</i>				
AGENDA ITEM AND REPORT PROVIDER	REASONS FOR INCLUSION ON AGENDA	EXPECTED OUTCOMES	REQUIREMENTS	FOLLOW UP / PROGRESS
Call-in (if required)	Consideration of Executive decision(s) called in			

Meeting 4 – 22 September 2011 <i>Committee Room / 7.00 pm.</i>				
AGENDA ITEM AND REPORT PROVIDER	REASONS FOR INCLUSION ON AGENDA	EXPECTED OUTCOMES	REQUIREMENTS	FOLLOW UP / PROGRESS
Forward Plan (Committee and Scrutiny Officer)	Review the Executive's Forward Plan		Report including the latest edition of the Forward Plan	
Budget Panel update (Committee and Scrutiny Officer)	Monitor the work undertaken by the Panel		Report	
Task Group update (Committee and Scrutiny Officer)	Monitor the work undertaken by the current Task Group(s)		Report	
Previous review update	Monitor the agreed recommendations from a previous review			
Work Programme (Committee and Scrutiny Officer)	Agree the rolling work programme and identify suitable topics for further investigation by time limited task groups		Report and draft work programme	
2011/12 Quarter 1 Performance Management Report (Partnerships and Performance Section Head)	Regular review of the Council's performance		Report	

Meeting 5 – 12 October 2011 <i>Committee Room / 7.00 pm.</i>				
AGENDA ITEM AND REPORT PROVIDER	REASONS FOR INCLUSION ON AGENDA	EXPECTED OUTCOMES	REQUIREMENTS	FOLLOW UP / PROGRESS
Call-in (if required)	Consideration of Executive decision(s) called in			

Meeting 6 – 24 November 2011 <i>Committee Room / 7.00 pm.</i>				
AGENDA ITEM AND REPORT PROVIDER	REASONS FOR INCLUSION ON AGENDA	EXPECTED OUTCOMES	REQUIREMENTS	FOLLOW UP / PROGRESS
Call-in	Consideration of Executive decision(s) called in			
Forward Plan (Committee and Scrutiny Officer)	Review the Executive's Forward Plan		Report including the latest edition of the Forward Plan	
Budget Panel update (Committee and Scrutiny Officer)	Monitor the work undertaken by the Panel		Report	
Task Group update (Committee and Scrutiny Officer)	Monitor the work undertaken by the current Task Group(s)		Report	
Previous review update Public Pride (Environmental Services)	Policy Development Scrutiny Committee (January 2011) requested an update on recommendations 6 and 7 of the Public Pride report		Report	
Work Programme (Committee and Scrutiny Officer)	Monitor the rolling work programme and amend as required		Report and latest work programme	

Meeting 6 – 24 November 2011 <i>Committee Room / 7.00 pm.</i>				
AGENDA ITEM AND REPORT PROVIDER	REASONS FOR INCLUSION ON AGENDA	EXPECTED OUTCOMES	REQUIREMENTS	FOLLOW UP / PROGRESS
2011/12 Quarter 2 Performance Management Report (Partnerships and Performance Section Head)	Regular review of the Council's performance		Report	

Meeting 7 – 22 December 2011 <i>Committee Room / 7.00 pm.</i>				
AGENDA ITEM AND REPORT PROVIDER	REASONS FOR INCLUSION ON AGENDA	EXPECTED OUTCOMES	REQUIREMENTS	FOLLOW UP / PROGRESS
Call-in (if required)	Consideration of Executive decision(s) called in			

Meeting 8 – 2 February 2011 <i>Committee Room / 7.00 pm.</i>				
AGENDA ITEM AND REPORT PROVIDER	REASONS FOR INCLUSION ON AGENDA	EXPECTED OUTCOMES	REQUIREMENTS	FOLLOW UP / PROGRESS
Call-in	Consideration of Executive decision(s) called in			
Forward Plan (Committee and Scrutiny Officer)	Review the Executive's Forward Plan		Report including the latest edition of the Forward Plan	
Budget Panel update (Committee and Scrutiny Officer)	Monitor the work undertaken by the Panel		Report	
Task Group update (Committee and Scrutiny Officer)	Monitor the work undertaken by the current Task Group(s)		Report	
Previous review update Services for the Deceased (Community Services)	Policy Development Scrutiny Committee (February 2011) requested an update on the recommendations from the Services for the Deceased report		Report	
Work Programme (Committee and Scrutiny Officer)	Monitor the rolling work programme and amend as required		Report and latest work programme	
2011/12 Quarter 3 Performance Management Report (Partnerships and Performance Section Head)	Regular review of the Council's performance		Report	

Meeting 9 – 7 March 2012 <i>Committee Room / 7.00 pm.</i>				
AGENDA ITEM AND REPORT PROVIDER	REASONS FOR INCLUSION ON AGENDA	EXPECTED OUTCOMES	REQUIREMENTS	FOLLOW UP / PROGRESS
Call-in	Consideration of Executive decision(s) called in			
Forward Plan (Committee and Scrutiny Officer)	Review the Executive's Forward Plan		Report including the latest edition of the Forward Plan	
Budget Panel update (Committee and Scrutiny Officer)	Monitor the work undertaken by the Panel		Report	
Task Group update (Committee and Scrutiny Officer)	Monitor the work undertaken by the current Task Group(s)		Report	
Previous review update	Monitor the agreed recommendations from a previous review			
Work Programme (Committee and Scrutiny Officer)	Monitor the rolling work programme and amend as required		Report and latest work programme	

Meeting 10 – 29 March 2012 <i>Committee Room / 7.00 pm.</i>				
AGENDA ITEM AND REPORT PROVIDER	REASONS FOR INCLUSION ON AGENDA	EXPECTED OUTCOMES	REQUIREMENTS	FOLLOW UP / PROGRESS
Call-in (if required)	Consideration of Executive decision(s) called in			

Items for consideration in 2012/13

2011/12 Quarter 4 Performance report (June)