

WORK PROGRAMME SETTING

Executive Summary

The Overview and Scrutiny Committee reviews a variety of topics throughout the Municipal Year, both on Council functions and areas that affect, or have potential to impact those that live, work or study in the Borough.

Several standing items have already been pre-populated on the Work Programme for the coming year. However, Members may wish to review the necessity of each item and its proposed date.

To ensure that both Members and Officers are given sufficient time to research and prepare topics it is proposed that a provisional Work Programme of both regular and individual topics be scoped out at the first meeting of the Committee.

It is necessary to ensure that there is sufficient capacity in future meetings of the Committee for topics that may arise through the year.

The Committee may decide to create one or more temporary Task Groups of several Councillors, Officers and key stakeholders to investigate significant topics for two to three meetings and report back to the Committee on their findings.

Recommendations

The Committee is requested to:

RESOLVE That

- (i) Officers be directed to fill the Committee Work Programme for the coming year with the proposed topics along suitable timescales;
- (ii) Officers review the feasibility of any significant items proposed for scrutiny or review and report back on if and when the Committee could receive those items; and
- (iii) if so agreed, direct Officers to produce Terms of Reference for such Task Groups as agreed to be set up and submit them for approval by the Committee at a subsequent meeting.

The Committee has the authority to determine the recommendation(s) set out above.

Background Papers:	None.
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