

**OVERVIEW &
SCRUTINY
COMMITTEE**

No Direct Ward Relevance
12th September 2007

11. WORK PROGRAMME

(Report of the Borough Director)

Date of Meeting	Subject Matter	Officer(s) Responsible for report
ALL MEETINGS	REGULAR ITEMS	(LEAD DIRECTOR – CHRIS SMITH)
	Minutes of previous meeting	Borough Director
	Consideration of the Forward Plan	Borough Director
	Consideration of Executive Committee key decisions	Borough Director
	Call-ins (if any)	Borough Director
	Referrals from Council or Executive Committee, etc. (if any)	Borough Director
	Task & Finish Groups – feedback	Relevant Lead Director
	Committee Work Programme	Borough Director
	REGULAR ITEMS	
	Quarterly Performance Report	Borough Director
	Quarterly Budget Monitoring Report	Borough Director
	Review of Service Plans 2007/10	Relevant Lead Director
	REGULAR ITEMS	
	First Quarter Performance Report	Relevant Lead Directors
12th September 2007		

12th September 2007	<p>REGULAR ITEMS</p> <p>Oral updates on the progress of:</p> <ol style="list-style-type: none"> 1. the District Centres Task and Finish Group; 2. the Communications Task and Finish Group; 3. the Fees and charges Task and Finish Group; and 4. the Housing Priority Task and Finish Group. 	<p>Relevant Lead Directors</p> <p>Relevant Lead Directors</p> <p>Relevant Lead Directors</p> <p>Relevant Lead Directors</p>
17th October 2007	<p>REGULAR ITEMS</p> <p>Portfolio Holder Annual Reports – Community Safety (Cllr Bill Hartnett)</p>	<p>Relevant Lead Director</p>
7th November 2007	<p>REGULAR ITEMS</p> <p>Quarterly Performance Report</p> <p>Quarterly Budget Monitoring Report</p>	<p>Relevant Lead Directors</p> <p>Relevant Lead Directors</p>
7th November 2007	<p>REGULAR ITEMS</p> <p>Portfolio Holder Annual Reports – Corporate Management (Cllr Michael Braley)</p>	<p>Relevant Lead Director</p>
28th November 2007	<p>REGULAR ITEMS</p> <p>Portfolio Holder Annual Reports – Housing and Health (Cllr Mark Shurmer)</p>	<p>Relevant Lead Director</p>

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<p>19th December 2007</p>	<p>REGULAR ITEMS</p> <p>Portfolio Holder Annual Report – Community Leadership and Partnership (Cllr Phil Mould)</p>	<p>Relevant Lead Director</p>
<p>16th January 2008</p>	<p>REGULAR ITEMS</p> <p>Quarterly Performance Report</p> <p>Quarterly Budget Monitoring Report</p>	<p>Relevant Lead Directors</p> <p>Relevant Lead Directors</p>
<p>16th January 2008</p>	<p>REGULAR ITEMS</p> <p>Portfolio Holder Annual Report – Leisure and Tourism (Cllr Malcolm Hall)</p>	<p>Relevant Lead Director</p>
<p>6th February 2008</p>	<p>REGULAR ITEMS</p> <p>Quarterly Performance Report</p> <p>Quarterly Budget Monitoring Report</p>	<p>Relevant Lead Director</p> <p>Relevant Lead Director</p>
<p>27th February 2008</p>	<p>REGULAR ITEMS</p> <p>Portfolio Holder Annual Report – Local Environment, Planning and Transport (Cllr Greg Chance)</p>	<p>Relevant Lead Director</p>
<p>9th April 2008</p>	<p>REGULAR ITEMS</p> <p>Annual Overview and Scrutiny Report 2007/08</p>	<p>Borough Director</p>
<p>OTHER ITEMS – DATE FIXED</p>		
<p>17th October 2007</p>	<p>Communications Task and Finish Group Stage One: Recommendations</p>	<p>Relevant Lead Director</p>
<p>7th November 2007</p>	<p>Gypsies and Travellers Task and Finish Group to be launched</p>	<p>Relevant Lead Director</p>

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26th September 2007	Community Calls for Action - Discussion	Relevant Lead Director
6th February 2007	Fees and Charges Task and Finish Group – Recommendations	Relevant Lead Director
OTHER ITEMS – DATE NOT FIXED		
	District Centres Task and Finish Group - Recommendations	Director of Housing and Asset Management
	Member Support – Baseline IT/Equipment Task and finish Group	Relevant Lead Director
	Cross Cutting Housing Priority Task and Finish Group	Director of Housing and Asset Management