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| <b>MEETING:</b>         | <b>OVERVIEW AND SCRUTINY COMMITTEE</b> |
| <b>DATE:</b>            | <b>29 NOVEMBER 2010</b>                |
| <b>TITLE OF REPORT:</b> | <b>WORK PROGRAMME</b>                  |
| <b>REPORT BY:</b>       | <b>COMMITTEE MANAGER (SCRUTINY)</b>    |

**CLASSIFICATION:** Open

### **Wards Affected**

County-wide.

### **Purpose**

To consider the work programmes of the scrutiny committees.

### **Recommendation**

**THAT the current work programmes be approved as a basis for further development, subject to any comment the Committee wishes to make.**

### **Introduction and Background**

1. This Committee is responsible for overseeing, co-ordinating and approving the work programmes of the scrutiny committees and approving its own annual work programme. It is also required to periodically review its and the scrutiny committees work programmes to ensure that overview and scrutiny is effective, that there is an efficient use of scrutiny resources and that potential duplication of effort by scrutiny members is minimised.
2. A report on the work programmes of all Scrutiny Committees' will be made to this Committee quarterly. A copy of this Committee's own work programme will be made to each of its scheduled meetings. Copies of the current work programmes are appended.
3. The Committee's programme may be modified by the Chairman following consultation with the Vice-Chairman and the Directors in response to changing circumstances.
4. Should any urgent, prominent or high profile issue arise, the Chairman may consider calling an additional meeting to consider that issue.
5. Should Members become aware of any issues they consider may be added to the scrutiny programme they should contact the Chairman or Democratic Services to log the issue so that it may be taken into consideration when planning future agendas or when revising the work programme.

### **Progress in response to recommendations made and issues raised by the Committee**

6. A note showing progress in response to recommendations made and issues raised by the Committee is also appended.

### **Background Papers**

- None identified.