



OVERVIEW AND SCRUTINY BOARD

15 JUNE 2004

OVERVIEW AND SCRUTINY BOARD - DRAFT WORK PROGRAMME 2004/05

1. PURPOSE OF THE REPORT

- 1.1 To present the proposed Draft Work Programme of the Overview and Scrutiny Function for the 2004/05 Municipal Year which incorporates the Work Programme for the OSB, the Monitoring and Auditing Role of the Board together with the work programmes of the scrutiny panels.

2. RECOMMENDATION

- 2.1 It is recommended that the Overview and Scrutiny Board note the content of the Overview and Scrutiny Function's Draft Work Programme for the 2004/05 Municipal Year.

3. BACKGROUND INFORMATION

- 3.1 **Appendix 1** provides details of the dates of the OSB meetings along with the additional OSB dates that have been scheduled to align with the submission of the various finance reports which the OSB will receive throughout the year.
- 3.2 Brief details of the Policy Framework items for approval have been included however this list is subject to change pending revisions to the constitution.
- 3.3 **Appendix 2** details all of the individual panel topics, pending approval of the Panels' work programmes by this Board at a later stage in this meeting. There are a number of indicative dates listed within the matrix, however, once the Panels have met and approved their terms of reference and timescale for the first topic the matrix will be updated, and be submitted to OSB for information on a regular basis.

- 3.4 Appendix 2 also contains details of the additional topics that will be undertaken by the OSB and Ad Hoc Scrutiny Panels. As the individual panels will also receive information resulting from the Performance Clinics and the Integrated Performance and Budget Clinics throughout the year those dates are also included.
- 3.5 As Members are aware, this is the first year that this Board will carry out the monitoring/audition function of the Authority, formerly the role of the Resources and Audit Panel during the 2003/04 Municipal Year.
- 3.6 Following discussions with the Director of Resources, **Appendix 3** provides further details the Board's suggested Draft Work Programme for its monitoring/auditing role.

**COUNCILLOR MIKE CARR
CHAIR OF THE OVERVIEW AND SCRUTINY BOARD**

BACKGROUND PAPERS

No background papers were used in the preparation of this report.

10 June 2004

Contact: Elise Williamson
Scrutiny Support Officer, Performance and Policy Directorate
Telephone: 01642 729 711 (direct line)