

Work Plan 2006/2007

1. Purpose of Report

- 1.1 To update the Committee on Task Group work and to consider any additions to the Work Plan as appropriate.

2. Work Plan Considerations

- 2.1 Additions and amendments are shaded grey at Appendix One.
2.2 Workplan for the old Sub-Committee is attached at Appendix Two. The Committee is invited to consider what times to include in their own Work Plan.
2.3 The Executive Work Plan No. 1 – May to August 2006 and an extract from the Corporate Business Plan are attached at Appendix Three. Items that are due to be referred to the Committee are shaded in grey. The Committee are invited to consider an appropriate meeting to consider these items.
2.4 Information from the Audit Commissions review of the implementation of the new arrangements under the 2000 Act, entitled *Democratic Renewal* are included as Appendix Four.

3. Financial Implications

- 3.1 None arising directly from this report.

4. Human Resources Implications

- 4.1 None arising directly from this report.

5. Legal Implications

- 5.1 None arising directly from this report.

6. Community and Environment Implications

- 6.1 None arising directly from this report.

7. Equal Opportunities Implications

- 7.1 None arising directly from this report.

Report of the Policy & Democratic Services Officer to the Overview & Scrutiny Committee – 27th April 2006

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	Title	Officer	Member	Notes
June 2006	Corporate Approach to Homeworking	S. Pangbourne	C. O'Gorman	O152 (2) refers
	Update on Implementation of Cleansing & Amenities Best Value Review	B. Matthews/ N. Fenwick	S. Doubell	To include decision on reconvening Refuse Freighters Task Group – Put in following conversation from Bruce and email 7/2/2006 - Deferred to June to enable more information to be submitted in the report.
	Annual Report by Procurement Champion	S. Pangbourne	C. O'Gorman	
	Planning Delivery Grant	A. Davis	H. Dixon	
	Workplan			To included: Exec Workplan, AC report, decision on old F&PMSC
	Clean Neighbourhoods Bill	N. Fenwick	S. Doubell	Requested 15/12/05 - O99 refers - Item deferred to April subsequently deferred to May - Deferred to June. Currently being reported to the C&A improvement board.
	Parking, Access & Transportation Strategy - Draft Implementation Project Plan	Phillip Allnatt/ N. Fenwick	C. O'Gorman	As per Champion Job Description agreed by the Executive - 13/10/2005 - Subject of Special meeting.
July 2006	Quarterly Business Plan Exception Reports	S. Pangbourne	C. O'Gorman	Dates agreed by Leader
	Update on Implementation of Cleansing & Amenities Best Value Review	B. Matthews/ N. Fenwick	S. Doubell	To include decision on reconvening Refuse Freighters Task Group – Put in following conversation from Bruce and email 7/2/2006 - Deferred to June to enable more information to be submitted in the report.
	Clean Neighbourhoods Bill	N. Fenwick	S. Doubell	Requested 15/12/05 - O99 refers - Item deferred to April subsequently deferred to May - Deferred to June. Currently being reported to the C&A improvement board.

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Sept 2006	Carbon Trust Report			
Oct 2006	6 month progress report of the Freephone service.	J. Tavener/ N. Fenwick	G. Offord	O137 (4) refers
	6 month progress report of the Energy Reduction Programme.	D. Stirling	C. O'Gorman	O147 (2) refers
	Quarterly Business Plan Execution Reports	S. Pangbourne	C. O'Gorman	Dates agreed by Leader
	Draft Business/Service Plans - Poss Nov	D. Burbidge	C. O'Gorman	Incl business cases for growth and savings. As per agreed Pol & Bud Framework
Nov 2006	Performance Management Information Update	G. Wilkie	C.O'Gorman	Requested by Chairman to receive 6 month update from Performance Management Officer regarding Pis.
	Draft Business/Service Plans - Poss Oct	D. Burbidge	C. O'Gorman	Incl business cases for growth and savings. As per agreed Pol & Bud Framework
Dec 2006				
Jan 2007	Comment on the effectiveness of Budget & Policy framework	D. Burbidge	C. O'Gorman	C108(5) - 2006 refers
	Quarterly Business Plan Execution Reports	S. Pangbourne	C. O'Gorman	Dates agreed by Leader
Feb 2007				
March 2007				
Apr 2007	Quarterly Business Plan Execution Reports	S. Pangbourne	C. O'Gorman	Dates agreed by Leader

Draft Work Plan for Sub-Committee

1 Meeting	Issue	Officer Responsible
15 th May 2006	Draft Work Plan	J. Whittleton
10 th July 2006	Insurance Performance Revenue Out-turn 05/06 Performance Indicator Exceptions Report	D. Hodges P. Tovey G. Wilkie
11 th September 2006	MTFP – out turn Sundry Debtors Revenue & Capital Monitor Reports	D. Hodges D. Hodges/P. Southway P. Tovey
13 th November 2006	MTFP Investment Performance Council Tax / NNDR Right Offs Revenue & Capital Monitor Reports	D. Hodges D. Hodges D. Hodges/P. Southway D. Hodges/P. Southway P. Tovey
15 th January 2007	Revenue & Capital Monitor Reports	P. Tovey
12 th March 2007	Sundry Debtors Revenue & Capital Monitor Reports	D. Hodges/P. Southway P. Tovey
14 th May 2007	Draft Best Value Performance Plan Council Tax / NNDR Right Offs	G. Wilkie D. Hodges/P. Southway D. Hodges/P. Southway

