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Report

Report subject: Cabinet Forward Work Programme

Report to: Planning and Economic Development Overview and Scrutiny Panel

Date: 20th August 2007

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Purpose of Report

1. This report presents the Cabinet's draft work programme for scrutiny by the Panel.

What is the Work Programme?

2. The Work Programme is considered at each meeting of the Cabinet. It contains details of the "Key Decisions" that are to be taken by the Cabinet during the four month period following its publication. It is prepared on a monthly basis.
3. The Programme gives information about:
 - What key decisions are coming forward in the next four months.
 - When those key decisions are likely to be made.
 - Who will make those decisions.
 - What consultation will be undertaken.
 - The documents or reports that the Cabinet will consider.
4. Following concerns about the lack of detail in the previous Forward Plan we are now circulating the Cabinet Work Programme for consideration by Overview and Scrutiny Panels. This includes details such as the relevant portfolio and the appropriate contact officer.

Scrutiny's Role in Monitoring Performance

5. Monitoring the work of the Cabinet is one of the most important functions of scrutiny. When reviewing the Work Programme the Panel may wish to:
 - (a) Make any concerns known to Cabinet by way of a recommendation.
 - (b) Ask for the Cabinet report to be submitted to the Panel before determination by cabinet.
 - (c) Ask the responsible officer (usually a service head or policy director) to attend a future meeting and answer questions about the matter.
 - (d) Set up a small task and finish group to investigate a particular area of concern and report back to the Panel.



Awarded in:
Housing Services
Waste and Recycling Services



Implications:

- **Core Values:** scrutiny of performance forms and integral part of the Council's corporate planning process and supports all of the core values.
- **Financial:** None.
- **Legal:** None.
- **Human Rights:** Have been assessed and no human rights are affected by the content of this report.
- **Personnel:** The impact of scrutiny work is accommodated within existing resources.
- **Community Safety:** None
- **Environmental:** None
- **Wards Affected:** All