

OVERVIEW AND SCRUTINY WORK PROGRAMME PROTOCOL

The Overview and Scrutiny Committee will produce a Work Programme, which sets out the work of the Committee for the 12-month period, although it may go beyond this.

The Chair and Deputy Chairs of Overview and Scrutiny will formulate the draft Work Programme for the following year for the Overview and Scrutiny Committee to consider at its last meeting of the Municipal year (April). Suggestions made at previous Overview and Scrutiny Committee meetings, and Improvement Boards will inform the Programme, as will the Forward Plan and Corporate Plan. The public will be informed that the Work Programme is being put together and invited to suggest issues that they would like including for the future.

The Work Programme will comprise priority issues, so as to allow for the inclusion of ad hoc and urgent items during the year.

Overview and Scrutiny will consider other issues in addition to its Work Programme. In the first instance an approach should be made to the Chair and Deputy Chairs for an issue to be included.

It is important for Overview and Scrutiny to report its workings and recommendations for future work programmes to Full Council at least once a year.

A draft programme will then be presented to the first meeting in the new Municipal year for adoption. Once adopted, the Work Programme will be published.