

Appendix A

**Corporate Services Overview and Scrutiny Committee Work Programme 2012-13**

Meeting Date	Agenda Items	Details and desired outcome
22 May 2012	<ul style="list-style-type: none"> <li>• Appointment of Chairman and Vice-Chairman</li> <li>• Work programming workshop</li> </ul>	<ul style="list-style-type: none"> <li>• Appoint Chairman and Vice-Chairman for 2012-13</li> <li>• Select and develop review topics focusing on achievable outcomes.</li> </ul>
12 June 2012	<ul style="list-style-type: none"> <li>• Asset Management Plan - <b>Policy Framework Document</b></li> </ul>	<ul style="list-style-type: none"> <li>• Consider and make recommendations as appropriate ahead of document being recommended to Council for adoption.</li> <li>• Ascertain work plan for the year and strategic direction for the Council.</li> </ul>
7 August 2012	<ul style="list-style-type: none"> <li>• Budget Strategy</li> <li>• Interview with the Leader and Cabinet</li> <li>• Annual Performance Plan</li> <li>• Annual Complaints Report</li> <li>• Complaints quarterly monitoring report (January-March 2012)</li> </ul>	<ul style="list-style-type: none"> <li>• To consider, advise and make recommendations on the initial budgetary proposals. The Committee's findings will be taken into account in the report to Council. The Committee can also canvas the views of stakeholders, if appropriate, and report the outcome to the Executive.</li> <li>• Ascertain work plan for the year and strategic direction for the Council.</li> <li>• Consider the results and the areas highlighted within the reports, making recommendations to Officers where appropriate.</li> </ul>
6 November 2012	<ul style="list-style-type: none"> <li>• Performance quarterley monitoring report</li> <li>• Complaints quarterly monitoring report</li> <li>• Budget Strategy Update</li> </ul>	<ul style="list-style-type: none"> <li>• Consider the results and the areas highlighted within the reports, making recommendations to Officers where appropriate.</li> <li>• To consider the verbal update on guidance and emerging policies from central Government and the impact this will have on the Council's Medium Term Financial Strategy and Budget setting.</li> </ul>
4 December 2012	<ul style="list-style-type: none"> <li>• <b>Vexatious Complaints Policy</b></li> <li>• <b>Governance Review Report</b></li> <li>• <b>Discussion item: With the Leader of the Council on the Council's under spend as detailed in the Budget Monitoring</b></li> </ul>	

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	<b>Report.</b>	
8 January 2013	<ul style="list-style-type: none"><li>• Strategic Plan</li><li>• Budget Strategy</li></ul> <b>(Budget, policy framework documents)</b>	
5 February 2013	<ul style="list-style-type: none"><li>• <b>3<sup>rd</sup> quarter performance monitoring report</b></li><li>• <b>Complaints Quarterly Monitoring Report</b></li></ul>	
9 April 2013	<ul style="list-style-type: none"><li>• <b>Interview with the Leader and Cabinet</b></li></ul>	