

**Report of Head of Scrutiny and Member Development**

**Report to Scrutiny Board (Adult Social Services, Public Health, NHS)**

**Date: 15 March 2016**

**Subject: Work Schedule (March 2016)**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

**1 Purpose of this report**

1.1 The purpose of this report is to consider the progress and development of the Scrutiny Board's work schedule for the current municipal year.

**2 Summary of main issues**

2.1 The Board's outline work schedule, which reflects discussions at the Board's previous meetings, is attached at Appendix 1. It is important to retain sufficient flexibility in the Board's work programme in order to react to any specific matters that may arise during the course of the year, therefore the work schedule may be subject to change and should be considered to be indicative rather than definitive.

2.2 In order to deliver the work schedule, it is likely that the Board will need to take a flexible approach and may need to undertake some activities outside the formal schedule of meetings. Adopting a flexible approach may also require additional formal meetings of the Scrutiny Board.

2.3 As the Board approaches the end of the municipal year, there may be areas of work where follow-up actions may be required and/or deemed appropriate. Appendix 1 seeks to identify such areas and the Board is asked to consider / agree the details presented. Agreed details will be presented to the appropriate Scrutiny Board for consideration in the new municipal year.

**3. Recommendations**

3.1 The Scrutiny Board (Adult Social Services, Public Health, NHS) is asked to:

- a) Note the content of this report and its attachments.
- b) Identify any specific matters to be incorporated into the work schedule for the remainder of the current municipal year.
- c) Prioritise any competing demands where necessary and agree the work schedule for the remainder of the current municipal year.
- d) Consider those areas where further actions are identified for the municipal year 2016/17.

#### **4. Background papers<sup>1</sup>**

4.1 None used.

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<sup>1</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.