

REPORT OF THE INFORMAL CO-ORDINATING BOARD

LEAD MEMBERS: Councillors YRT Clarkson and G Garrity

REPORT AUTHOR: Jessica Hall, Policy and Scrutiny Support Officer

Summary: The report updates the Overview and Scrutiny Committee on the work of the Informal Co-ordinating Board.

RECOMMENDATIONS:

That the Overview and Scrutiny Committee note the report.

1. BACKGROUND

The report updates the committee on the work of the Informal Co-ordinating Board (OSC Chairs and Deputy Chairs).

The board meets on an 'as and when' basis to fulfil its remit which includes acting as a communicating body generally between the two committees including overview of the work programmes and priorities to avoid duplication and contribute to the efficient running of the business.

The board met on Friday 18 February 2011.

2. WORK UNDERTAKEN

The board discussed the following;

2.1 ARRANGEMENTS FOR DEVELOPMENT OF THE WORK PROGRAMME 2011-12

The board considered a process for developing the 2011-12 Work Programme and key dates.

This will be presented to committee at Item 11 for consideration.

2.2 ANNUAL REPORT

The board discussed the proposed outline and content for the Overview and Scrutiny Annual Report to Full Council. The report will be the first for a few years. It was agreed the report would come from the Chairs of the Internal and External Committee and a draft would be circulated to all Members.

The board considered a number of areas for development and improvement and these will be considered in more detail under Item 9.

2.3 QUARTERLY MEETINGS WITH THE CHIEF EXECUTIVE

The board also met with the Chief Executive on 1 March 2011, as part of regular quarterly updates where they discussed plans for the new Work Programmes.

Background papers: Notes of the Chairs and Deputy Chairs Meeting dated Friday 18 February 2011