

**Overview and Scrutiny Committee
Work Programme 2019**

8 January 2019

Title	Where did item originate from	Format	Lead Officer/ Councillor	Membership of Task & Finish	Next report date if applicable	Completion date
Task & Finish Group – Role of Warwick District Council Chairman	O&S Task & Finish Group	Verbal Report	TBA	Councillors Ashford, Mrs Knight and Margrave	Every meeting until completed	

5 February 2019

Title	Where did item originate from	Format	Lead Officer/ Councillor	Membership of Task & Finish	Next report date if applicable	Completion date
Local Plan Infrastructure Delivery Plan (O&S voted this to be done as a Joint meeting of F&A & O&S at its meeting 26 June 2018)	30 June 2015 & 26 June 2018	Joint meeting of F&A and O&S Written Report	David Butler / Phillip Clarke		June 2019 January 2020	Half yearly Update
Task & Finish Group – Role of Warwick District Council Chairman	O&S Task & Finish Group	Verbal Report	TBA	Councillors Ashford, Mrs Knight and Margrave	Every meeting until completed	
Review of Councillors' use of the National Association of Councillors service	O&S 27 November 2018	Verbal report with briefing note	Councillor Naimo / Lesley Dury			5 February 2019

Appendix 1 – O& S Work Programme

(Portfolio Holder Update) Review of Business - Service Area Update		Written Report	Councillor Butler		To be on the same evening as F&A 2020	Annually
Increased Litter Bin Provision – report back to show how well the scheme has been received and results (Cllr Grainger sends apologies)	Exec Report 27 June 2018 / O&S 26 June 2018. Date moved back 30 October 2018	Written Report	Gary Charlton			5 February 2019
To provide an update report on progress on the recycling contract. (Cllr Grainger sends apologies)	25 September 2018 and date moved back 30 October 2018	Written Report	Gary Charlton			
Progress report on the HEART service	O&S 6 February 2018, minute 75	Written Report	Mark Lingard			5 February 2019

5 March 2019

Title	Where did item originate from	Format	Lead Officer/ Councillor	Membership of Task & Finish	Next report date if applicable	Completion date
Annual update from Shakespeare's England to include KPIs and what has been done.	29 August 2018	Written Report	Councillor Butler / Suzee Laxton		March 2020	Annually
Policy on Regulating the Private Rented Sector - Update(Ref 880)	30 August 2017	Written Report	Elaine Wallace			
Vision & strategy for Leamington town centre annual update and progress on Action Plan.	O&S 6 March 2018	Written Report	Phillip Clarke		March 2020	Annually
Fuel Poverty	26 June 2018	Written Report	Marianne Rolfe / Lisa Barker			
Portfolio Holder Update Review of Cultural Services – Service Area Update		Written Report	Councillor Coker / Rose Winship			

2 April 2019

Title	Where did item originate from	Format	Lead Officer / Councillor	Membership of Task & Finish	Next report date if applicable	Completion date
Portfolio Holder Update Review of Health & Community Protection – Service Area Update		Written Report	Councillor Thompson / Marianne Rolfe		To be on the same evening as F&A 2020	Annually
Annual review of membership / participation of Outside Bodies Add the content of this email to the report.	Standing Annual Item	Written Report	Andrew Jones		April 2020	Annually
Overview and Scrutiny Committee End of Term Report	Standing Annual Item	O&S Report for Executive	Committee Services Officer		April 2020	Annually
Member Children's Champions: End of Year Report	Standing Annual Item	Written Report	Lisa Barker		April 2020	Annually

Portfolio Holder Service Area Update Reports – Dates to be agreed for 2019/2020 to correspond with same evenings for F&A

May 2019

Title	Where did item originate from	Format	Lead Officer/ Councillor	Membership of Task & Finish	Next report date if applicable	Completion date
Elect an Overview and Scrutiny Committee Chairman					May 2019	Annually
Heath Scrutiny Sub-Committee – Appoint members and substitutes					May 2019	Annually

July 2019

Title	Where did item originate from	Format	Lead Officer/ Councillor	Membership of Task & Finish	Next report date if applicable	Completion date
Emergency Planning in light of Grenfell Tower and other major incidents (To include: <ul style="list-style-type: none"> • What this Council has done, • Capacity • Staff Learning) 	27 June 2017	Written Report	Marianne Rolfe			
Review of Council's Sustainability and Climate Change Approach	27 June 2017	Written Report	Marianne Rolfe / Alice Ellis		July 2020	Annually

August 2019: Nothing yet set in Work Programme for this meeting

October 2019

Title	Where did item originate from	Format	Lead Officer/ Councillor	Membership of Task & Finish	Next report date if applicable	Completion date
Catering and Events Concessions Contract – Royal Pump Rooms and Jephson Gardens Glasshouse – Update on how it has gone.	O&S 30 May 2018 & 8 January 2019	Written Report	David Guilding / Phil Clarke			
12 month update on the adoption of a Plastics Policy – progress with the policy and the difference it has made; future plans.	30 October 2018	Written Report	Alice Ellis			

November 2019

Title	Where did item originate from	Format	Lead Officer/ Councillor	Membership of Task & Finish	Next report date if applicable	Completion date
Current Arrangements for South Warwickshire Community Safety Partnership	Mandatory	Written report followed by Q&A at meeting	Pete Cutts		November 2020	Annually
Annual Feedback on Outside Appointments (October 2018 to End of September 2019)	Standing Annual Item	Written Report	Democratic Services		November 2020	Annually

December 2019: Nothing yet set in Work Programme for this meeting

TBA

Title	Where did item originate from	Format	Lead Officer/ Councillor	Membership of Task & Finish	Next report date if applicable	Completion date
Reviewing the success of the Rugby trial and the way forward	25 September 2018	Written Report	Gary Charlton			
Asset Management Strategy (Corporate Assets) (Forward Plan Ref 641) – Overview and Scrutiny Committee to determine if this should be a Work Programme item	November 2015	Written Report	Councillor Phillips			