

Meeting Date: 8 March 2022

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
Update on Joint Work of WDC and SDC	December 2021	Written report	Chris Elliott	April 2022	
Issues in respect of approval and processing of planning applications within the statutory deadlines and Planning Enforcement backlog. Report to include an update on recent performance and plans to improve performance for residents in the near future; staff numbers in light of recent staff turnover.	February 2022	Written report	Adrian Harding		
Summary of the role, responsibilities and performance of the SWCSP	This is a mandatory report.	Written report	Liz Young / Marianne Rolfe.	March 2023.	This is an annual report.
Fly-tipping Enforcement Update - A report on the Stratford Street Scene Team and on how its fly tipping enforcement service differs from the one	February 2021	Written report	Zoe Court		


Appendix 1 – Overview & Scrutiny Committee Work Programme

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<p>operated currently at Warwick District Council.</p> <p>Report to include:</p> <ul style="list-style-type: none"> • Details of the number of reported fly tipping incidents over recent years (ideally broken down by Ward level) • Details of the number of reported fly tip incidents that the Council was obliged to clear • The response time for clearing the incidents • A summary of any consequential action taken against offenders of fly tipping • The risk based analysis of the impact of 123+ on fly tipping in the district 					

Appendix 1 – Overview & Scrutiny Committee Work Programme

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
Task & Finish Group – Equality & Diversity – Phase 2	July 2021	Written report	Councillor Mangat	Every meeting until completed	
Joint working WDC/SDC - Arising from February O&S meeting: Governance - Steer on how the joint scrutiny arrangements may work, through to Joint Cabinet	February 2022	Verbal update	Andrew Jones in liaison with Councillor Milton		

Meeting Date: 12 April 2022

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
Overview & Scrutiny End of Term report.	Standing Annual Item.	Written report.	Committee Services Officer.	April 2023.	This is an annual report.
Task & Finish Group – Equality & Diversity – Phase 2	O&S July 2021	Written report	Councillor Mangat	Every meeting until completed	
HEART Shared Service update including the implementation of the new IT system	April 2021	Call in the report going to Cabinet	Lisa Barker / Nick Cadd (nick.cadd@stratford-dc.gov.uk)		
Annual update from Shakespeare's England.	29 August 2018	Call in the report going to Cabinet	Martin O'Neill and Councillor Bartlett	March 2023.	This is an annual report.
Item to carry forward on the Work Programme until all O&S Members have received a briefing and training on the Service Area Dashboards: Decide what the data may be used for and how it may be fed into the Scrutiny process	February 2022	Discussion	Councillors Kohler, Jacques and Cullinan		 Re_ Request for Members' Training & 9/10 Feb 2022 - Requests were made to Committee Services for: <ul style="list-style-type: none"> - Training for all Members; - A briefing for all Members; - To ensure all O&S

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					Members had access to the Dashboards; - Individual training for Members of O&S asap

Briefing Notes to All Councillors – April 2022: Not for O&S Agenda

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
Children's and Adults' Safeguarding Champions: End of Term Report.	Standing Annual Item.	Briefing note	Marianne Rolfe.	April 2023.	This is a briefing note to all Councillors.
Members' Annual Feedback on Outside Appointments / Annual review of membership/participation of Outside Bodies (Includes a short synopsis on Champions)	Standing Annual Items	Briefing note	Phil Grafton	April 2023	This is a briefing note to all Councillors.

Municipal Year 2022/23

24 May 2022

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
Election of Chair if not done on the night of Annual Council				1 st meeting of the municipal year	

5 July 2022

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
Update on the merging of ICT systems and data as the merger of the service areas of the two Councils moves forwards, including plans if authorisation for full political merger is denied.	O&S November 2021	Written report	David Elkington	February 2023	Every six months
The Progress and Impact of the Equality & Diversity Task & Finish Group's Recommendations in the report that was presented to O&S 6 July 2021	O&S 6 July 2021	Written Report	Tracy Dolphin/Graham Leach		

9 August 2022 - No reports scheduled as yet.

20 September 2022

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
Park Exercise Permits – annual review of the scheme	August 2020 (Last report made to O&S - 21 September 2021)	Briefing Note	Padraig Herlihy	Annual update	

1 November 2022 - No reports scheduled as yet.

6 December 2022 - No reports scheduled as yet.

Meetings scheduled in 2023 - 7 February, 7 March and 18 April.

Meeting Date: To Be Advised

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
Decide if an update is required on the Catering and Events Concessions Contract – Royal Pump Rooms and Jephson Gardens Glasshouse.	Committee meeting 26 September 2019.	Informal update.	Dave Guilding / Philip Clarke.	TBA	D Guilding and P Clarke were asked when they can give an informal update considering the impact of Covid-19 on this service. A response from them is awaited.
Update on plans to improve accessibility to, and the condition / cleanliness of, toilets for people living with disabilities.	Committee meeting 26 September 2019 and briefing note 8 December 2020.	Briefing Note	Zoë Court	To be advised if applicable.	No officer will attend the Committee meeting unless there is a request.
Minimum Energy Efficiency Standards Enforcement Process – Private Sector Housing	O&S August 2020	Written Report	Lisa Barker		A review was requested once the scheme had been operation for 12 months. Covid Lockdown has meant that the 12 months has not been achieved yet.