

**Overview and Scrutiny Committee  
Work Programme 2018**

**25 September 2018**

Title	Where did item originate from	Format	Lead Officer/ Councillor	Membership of Task & Finish	Next report date if applicable	Completion date
<b>Work Programme Report:</b> Task & Finish Group – Role of Warwick District Council Chairman	O&S Task & Finish Group	Add update to Work Programme report.	TBA	Councillors Ashford, Mrs Knight and Margrave	Every meeting until completed	
Events Review Update	O&S 6 February 2018, minute 78	Scrutiny of report to Executive, but verbal report if the date slips on the Forward Plan	James Deville / Councillor Butler		February, March or April 2019	4 <sup>th</sup> quarter of 2018/19
Xmas Lights 2018	O&S 26 June 2018	Verbal update	James Deville / Councillor Butler			
Phase 2 Leisure Development in Kenilworth	1 June 2016	Scrutiny of report to Executive, but verbal report if the date slips on the Forward Plan	Rose Winship / Pdraig Herlihy			

Renewal of Recycling Contract 2019/20 – to review the direction of travel (pre-scrutiny work)	26 June 2018	Written report followed by Q&A at meeting	Gary Charlton			
(Portfolio Holder Update) Review of Neighbourhood Services – Service Area Update		Written report followed by Q&A at meeting				
Full update on HMOs – progress on what was agreed at Executive in June 2017	O&S 26 June 2018 & 24 July 2018	Written report followed by Q&A at meeting	Andrew Jones		O&S to decide	

**Actions from meeting 29 August 2018**

Briefing from CDP to all WDC Members ahead of Group meetings in October – Deputy Chief Executive (BH) to arrange.

Alice Ellis has a copy of the “Warwick District Fuel Poverty Data” sheet to all O&S Members

Lisa Barker to provide the figure for the % of Council properties that have solar panels

**30 October 2018**

Title	Where did item originate from	Format	Lead Officer/ Councillor	Membership of Task & Finish	Next report date if applicable	Completion date
Update / Briefing from CDP	O&S 29 August 2018	Report/Briefing (format to be agreed by BH in liaison with CDP)	Bill Hunt			
Increased Litter Bin Provision – report back to show how well the scheme has been received and results <i>(This can slip to November if it is necessary for results data to be meaningful)</i>	Exec Report 27 June 2018 / O&S 26 June 2018	Written report followed by Q&A at meeting	Gary Charlton			
Update on the Leamington Car Park Displacement Strategy	O&S 24 July 2018	Written report followed by Q&A at meeting	Rob Hoof / Paul Garrison / Bill Hunt			

**27 November 2018**

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 Development & Business - Service Area Update						
Annual Feedback on Outside Appointments & Champions	Standing Annual Item	Written Report	Democratic Services		October / November 2019	Annually
Current Arrangements for South Warwickshire Community Safety Partnership	Mandatory	Written report followed by Q&A at meeting	Pete Cutts		Late Nov / Early Dec 2019	Annually
Catering and Events Concessions Contract – Royal Pump Rooms and Jephson Gardens Glasshouse – Update on how it will run, contract progress	O&S 30 May 2018	Written report followed by Q&A at meeting	David Guilding / Phil Clarke		October 2019 – Update on how it has gone	

**8 January 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	<b>Joint meeting of F&amp;A and O&amp;S</b> Written report followed by Q&A at meeting	David Butler / Phillip Clarke		June 2019 January 2020	Half yearly Update
Portfolio Holder Update Review of Chief Executives Service Area – Service Area Update		Written report followed by Q&A at the meeting	Councillor Mobbs		To be on the same evening as F&A 2019	Annually
Vision & strategy for Leamington town centre annual update and progress on Action Plan.	O&S 6 March 2018	Written report followed by Q&A at meeting	Phillip Clarke		January 2020	Annually
Verbal update on the Shared Environmental Enforcement with Rugby Borough Council	4 April 2018	Verbal report	Gary Charlton / Grahame Folkes Skinner			8 January 2019

**5 February 2019**

Title	Where did item originate from	Format	Lead Officer/ Councillor	Membership of Task & Finish	Next report date if applicable	Completion date
Progress report on the HEART service	O&S 6 February 2018, minute 75	Written report followed by Q&A at meeting	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 followed by Q&A	Marianne Rolfe / Lisa Barker		March 2020	Annually
Fuel Poverty	26 June 2018	Written report followed by Q&A	Marianne Rolfe / Lisa Barker			
Portfolio Holder Update Review of Cultural Services – Service Area Update						

**2 April 2019**

Title	Where did item originate from	Format	Lead Officer / Councillor	Membership of Task & Finish	Next report date if applicable	Completion date
Annual review of membership / participation of Outside Bodies	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 followed by Q&A at meeting	Andrew Jones		April 2020	Annually

**May 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						
Elect an Overview and Scrutiny Committee Chairman					May 2019	Annually
Heath Scrutiny Sub-Committee – Appoint members and substitutes					May 2019	Annually

## June 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"> <li>• What this Council has done,</li> <li>• Capacity</li> <li>• Staff Learning)</li> </ul>	27 June 2017	Written report followed by Q&A at meeting	Marianne Rolfe			
Review of Council's Sustainability and Climate Change Approach	27 June 2017	Written report followed by Q&A at meeting	Marianne Rolfe / Alice Ellis		June 2020	Annually
Portfolio Holder Update – Finance? – <i>to be confirmed with F&amp;A so that the Finance updates for both Scrutiny Committees are held on the same evening</i>		Written report followed by Q&A at meeting	Councillor Whiting		Annually	Annually

## TBA

<b>Title</b>	<b>Where did item originate from</b>	<b>Format</b>	<b>Lead Officer/ Councillor</b>	<b>Membership of Task &amp; Finish</b>	<b>Next report date if applicable</b>	<b>Completion date</b>
Policy on Regulating the Private Rented Sector - Update(Ref 880)	30 August 2017	TBA	Ken Bruno		KB to take of stock of the position in October 2018 to see if he is in a position to bring a report forward.	
CWLEP update	30 June 2015	Verbal Report	Councillor Mobbs		30.8.18 LD sent dates to AM asking him to select a convenient meeting.	Quarterly if an update is available
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 followed by Q&A at meeting	Councillor Phillips			