

Meeting Date: 29 September 2020

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion date / Notes
Task and Finish Group Race & Equality Update.	Committee meeting 18 August 2020.	Written report.	Councillors Mangat, Noone, Tangri and C Gifford.	November 2020.	To be advised.
Fees and Charges – check with the Shadow Portfolio Holders H & CP to see if the fees and charges pest control are working. If they are not, call in.	26 September 2019.	Undertake this check and provide feedback for work plan report.	Marianne Rolfe.	To be advised if applicable.	See Agenda Item 4, Appendix 4
Shared Environmental Enforcement with Rugby Borough Council update. <i>(Due to operational reasons it is not possible to deliver this report until the O&S meeting in December 2020 at the earliest.)</i>	Committee meeting 26 September 2019.	Append a briefing report to the work programme.	The Head of Neighbourhood Services will delegate this to one of her officers.	December 2020?	No officer will attend the Committee meeting on 29 September unless there is a request. If there is a request, Members should send their questions to the report author before the meeting.

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
<p>Update on plans to improve accessibility to, and the condition / cleanliness of, toilets for people living with disabilities subsequent to the presentation of the plans at the September 2019 Overview & Scrutiny Committee meeting.</p> <p><i>(Due to operational reasons it is not possible to deliver this report until the O&S meeting in December 2020 at the earliest.)</i></p>	Committee meeting 26 September 2019.	Append a briefing report to the work programme.	The Head of Neighbourhood Services will delegate this to one of her officers.	December 2020?	No officer will attend the Committee meeting on 29 September unless there is a request. If there is a request, Members should send their questions to the report author before the meeting.

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
<p>Annual update from Shakespeare's England.</p> <p>(At the Committee meeting 29 August 2018, the Committee requested that the next report included Key Performance Indicators (KPI's) for the District Council and what had been done over the previous 12 months. The Committee did not want a presentation at the meeting, it simply wanted the report and it would feedback comments at the meeting.)</p> <p><i>(At the request of the Portfolio Holder, and agreed by the Chair O&S, this report has been pushed back until March 2021 so that it will include performance during the Covid-19 pandemic.)</i></p>	<p>Committee meeting 29 August 2018</p>	<p>Written report.</p>	<p>Martin O'Neill and Councillor Hales.</p>	<p>March 2021.</p>	<p>This is an annual report.</p>

Meeting Date: 10 November 2020

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
Annual Review of the Council's Sustainability and Climate Change Approach, to include an update on the adoption of a Plastics Policy stating its progress, the difference it has made and future plans.	Committee meeting 9 July 2019.	As part of the wider update on the Climate Emergency Action Plan, which would link with the report on climate change to the Executive.	Dave Barber.	To be advised if applicable.	Dave Barber confirmed that this would be given at the November 2020 meeting.
Focus on the impact of the revised Housing Services Management structure and additional resources approved in November 2019.	Service review and restructure report 2019.	Append a briefing report to the work programme.	Lisa Barker	To be advised if applicable.	No officer will attend the Committee meeting on 29 September unless there is a request. If there is a request, Members should send their questions to the report author before the meeting.

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
<p>1. Report in respect of decisions made on the role of the Chairman of the Council – Task & Finish Group; and</p> <p>2. Review on the progress / success of the recommendations from the Task & Finish Group – Role of the District Council Chairman.</p>	<p>1. Executive Minutes 10 July 2019, Minute number 8 – Resolutions, agreed at council 4 September 2019.</p> <p>2. Committee meeting 2 April 2019.</p>	<p>Append a briefing report to the work programme.</p>	<p>Chairman of the Council.</p>	<p>To be advised if applicable.</p>	<p>No officer will attend the Committee meeting on 29 September unless there is a request. If there is a request, Members should send their questions to the report author before the meeting.</p>
<p>Current Arrangements for the South Warwickshire Community Safety Partnership.</p>	<p>This is a mandatory report.</p>	<p>Written report.</p>	<p>Marianne Rolfe.</p>	<p>Late October / Early November 2021.</p>	<p>This is an annual report.</p>

Meeting Date: 8 December 2020

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
Update on the Night Noise Service.	Committee meeting 20 August 2019.	Append a briefing report to the work programme.	Marianne Rolfe.	To be advised if applicable.	No officer will attend the Committee meeting on 29 September unless there is a request. If there is a request, Members should send their questions to the report author before the meeting.

Meeting Date: 9 February 2021

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
No reports have yet been requested for this meeting.	Not applicable.	Not applicable.	Not applicable.	Not applicable.	Not applicable.

Meeting Date: 16 March 2021

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
No reports have yet been requested for this meeting.	Not applicable.	Not applicable.	Not applicable.	Not applicable.	Not applicable.

Meeting Date: 20 April 2021

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 2022.	This is an annual report.
Childrens' and Adults' Safeguarding Champions: End of Term Report.	Standing Annual Item.	Briefing note to all Councillors with a paragraph explaining that if they have any concerns that they feel require scrutiny, to raise these for consideration as part of the work programme.	Lisa Barker.	April 2022.	This is an briefing note to all Councillors.

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.	To be advised if applicable.	David Guilding and Philip Clarke have been asked when they can give an informal update considering the impact of Covid-19 on this service. A response from them is awaited.