

**Overview and Scrutiny Committee
Work Programme 2019/2020**

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			
Increased Litter Bin Provision – report back to show how well the scheme has been received and results (postponed from Feb 2019 because: Whilst we have started additional bin collections the installation of the additional and damaged bins has been delayed. The delay is due to the need to procure an ongoing litter bin supplier followed by issues with the manufacturing lead times. Both have resulted in the delivery of the litter bins not occurring until the beginning of January. Our supplier for the installation of the bins has committed to start the work at the beginning of February, the programme should take 6 weeks to complete.)	Exec Report 27 June 2018 / O&S 26 June 2018. Date moved back 30 October 2018	Written Report	Gary Charlton			
Task & Finish Group – Role of Warwick District Council Chairman	O&S Task & Finish Group	Written Report	TBA	Councillors Ashford, Mrs Knight and Margrave		

Appendix 1 – O& S Work Programme

Councillor Induction Training Programme – O&S to scrutinise	O&S February 2019	Written Report	Graham Leach			
Vision & strategy for Leamington town centre annual update and progress on Action Plan.	O&S 6 March 2018	Written Report	Phillip Clarke		12 Months	Annually
Progress report on the HEART service	O&S 6 February 2018, minute 75	Written Report	Mark Lingard		12 Months	
Annual review of membership / participation of Outside Bodies	Standing Annual Item	Written Report	Andrew Jones		21 April 2020	Annually
Overview and Scrutiny Committee End of Term Report	Standing Annual Item	O&S Report for Executive	Lesley Dury / Chair O&S		21 April 2020	Annually
Member Children’s Champions: End of Year Report	Standing Annual Item	Written Report	Lisa Barker		21 April 2020	Annually

20 May 2019

Title	Where did item originate from	Format	Lead Officer/ Councillor	Membership of Task & Finish	Next report date if applicable	Completion date
To appoint a Chairman	Councillors' Induction Programme					

29 May 2019

Title	Where did item originate from	Format	Lead Officer/ Councillor	Membership of Task & Finish	Next report date if applicable	Completion date
O&S Committee Training	Councillors' Induction Programme					
To note the Health Scrutiny Sub-Committee minutes from March 2019						
Review the Work Programme and Forward Plan						

9 July 2019

Title	Where did item originate from	Format	Lead Officer/ Councillor	Membership of Task & Finish	Next report date if applicable	Completion date
Heath Scrutiny Sub-Committee – Appoint members and substitutes					1 st O&S Meeting each municipal year	Annually
Fuel Poverty	26 June 2018 and moved back Feb 2019 meeting	Written Report	Alice Ellis / Marianne Rolfe / Lisa Barker			
Review of Council's Sustainability and Climate Change Approach	27 June 2017	Written Report	Alice Ellis / Marianne Rolfe		12 months	Annual Report
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			

20 August 2019

Title	Where did item originate from	Format	Lead Officer/ Councillor	Membership of Task & Finish	Next report date if applicable	Completion date
Policy on Regulating the Private Rented Sector - Update(Ref 880)	30 August 2017	Written Report	Elaine Wallace / Mark Lingard			

1 October 2019

Title	Where did item originate from	Format	Lead Officer/ Councillor	Membership of Task & Finish	Next report date if applicable	Completion date
Shared Environmental Enforcement with Rugby Borough Council update.	O&S 8 January 2019	Written Report or Briefing Note	Gary Charlton			
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			

12 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		12 Months	Annually
Annual Feedback on Outside Appointments	Standing Annual Item	Written Report	Democratic Services		12 Months	Annually

17 December 2019

Title	Where did item originate from	Format	Lead Officer/ Councillor	Membership of Task & Finish	Next report date if applicable	Completion date

11 February 2020

Title	Where did item originate from	Format	Lead Officer/ Councillor	Membership of Task & Finish	Next report date if applicable	Completion date

17 March 2020

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 for the District Council’s area and what has been done.	29 August 2018	Written Report	PH Business / Martin O’Neill		12 Months	Annually

21 April 2020

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		Last O&S meeting of the Municipal Year 21/22	Annually
Overview and Scrutiny Committee End of Term Report	Standing Annual Item	O&S Report for Executive	Committee Services Officer		Last O&S meeting of the Municipal Year 21/22	Annually
Member Children's Champions: End of Year Report	Standing Annual Item	Written Report	Lisa Barker		Last O&S meeting of the Municipal Year 21/22	Annually

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	PH Housing			