

Meeting Date: 8 December 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.	Briefing note or verbal update.	Councillors Mangat, Illingworth, Tangri and C Gifford.	Every meeting until completion.	Written report in March 2021 on staffing related recommendations / Report on external recommendations TBA
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.	Committee meeting 26 September 2019.	Appendix 3	Zoë Court	To be advised if applicable.	No officer will attend the Committee meeting in December 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
1. Report in respect of decisions made on the role of the Chairman of the Council – Task & Finish Group; and 2. Review on the progress / success of the recommendations from the Task & Finish Group – Role of the District Council Chairman.	1. Executive Minutes 10 July 2019, Minute number 8 – Resolutions, agreed at Council 4 September 2019. 2. Committee meeting 2 April 2019.	Once completed, this will form Appendix 4	Graham Leach / Andrew Jones	To be advised if applicable.	No officer will attend the Committee meeting unless there is a request. If there is a request, Members should send their questions to the report author before the meeting.
Step Back Review progress	Committee meeting 29 September 2020 and 10 November 2020.	Verbal update	Graham Leach / Councillor Milton	To be advised if applicable	To be advised.

Meeting Date: 9 February 2021

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
Shared Environmental Enforcement with Rugby Borough Council update.	Committee meeting 10 November 2020.	Briefing Note	Zoë Court	TBA	No officer will attend the Committee meeting unless there is a request. If there is a request, Members should send their questions to the report author before the meeting.
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 9 February unless there is a request. If there is a request, Members should send their questions to the report author before the meeting.
Discussion – Environmental Protection Team Service Delivery.	29 September 2020, 10 November 2020	Discussion	Marianne Rolfe		

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
Focus particularly on noise nuisance					

Meeting Date: 16 March 2021

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
Annual update from Shakespeare's England. (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.)	Committee meeting 29 August 2018 Committee meeting 29 September 2020, it was agreed that this report could be postponed until March 2021 so that it would include performance during the Covid-19 pandemic.	Written report.	Martin O'Neill and Councillor Hales.	March 2022.	This is an annual report.
Criteria for call in of Executive Reports to Scrutiny Committees - Review	10 November 2020	Written report that can be adapted for inclusion in the Council agenda if agreed.	Graham Leach and Councillors Milton and Nicholls		If agreed, then the procedure will go to Council for inclusion in the Scrutiny procedure.

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 / or late 2021

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.
Annual Review of the Council's Sustainability and Climate Change Approach, including Plastics Policy update.	Committee meeting 9 July 2019 / 10 November 2020.	Written report	Dave Barber.	TBA	
Current Arrangements for the South Warwickshire Community Safety Partnership.	This is a mandatory report.	Item 8 on the agenda	Marianne Rolfe.	Late October / Early November 2021.	This is an annual report.