

**Meeting Date: 9 February 2021**

<b>Title</b>	<b>Where did item originate from</b>	<b>Format</b>	<b>Lead Officer / Councillor</b>	<b>Next report date if applicable</b>	<b>Completion Date / Notes</b>
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.	Briefing Note	Marianne Rolfe.	To be advised if applicable.	HoS asked to attend meeting
Discussion – Environmental Protection Team Service Delivery. Focus particularly on noise nuisance	29 September 2020, 10 November 2020	Discussion	Marianne Rolfe		HoS asked to attend meeting
Progress report on HEART service subsequent to last report 2 April 2019		Report or Briefing Note	Lisa Barker and Mark Lingard	TBA	Following concerns being raised in respect of operational matters and a

## Appendix 1 – Overview &amp; Scrutiny Committee Work Programme

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					subsequent independent audit, all districts and boroughs involved with HEART are looking to put an improvement report to members in the new year. HoS asked Chair if this could be added.
<p>1. Report in respect of decisions made on the role of the Chairman of the Council – Task &amp; Finish Group; and</p> <p>2. Review on the progress / success of the recommendations from the Task &amp; Finish Group –</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>	Briefing note to be appended to Work Programme Report	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.

Appendix 1 – Overview & Scrutiny Committee Work Programme

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Role of the District Council Chairman.					
Step Back Review Progress	8 December 2020	Verbal or written update	Graham Leach / Councillor Milton	TBA	
Update from the Task & Finish Group – Race & Equality		Verbal or written update	Councillor Mangat	March 2021	
<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 &amp; Scrutiny Committee meeting.</p> <p>**There is no new information on plans to improve accessibility to, and the condition / cleanliness of, toilets for people living with disabilities – Officers request that this update is postponed until such time as budget figures for improvements are known.</p>	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 in February unless there is a request. If there is a request, Members should send their questions to the report author before the meeting.

**Meeting Date: 16 March 2021**

<b>Title</b>	<b>Where did item originate from</b>	<b>Format</b>	<b>Lead Officer / Councillor</b>	<b>Next report date if applicable</b>	<b>Completion Date / Notes</b>
<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>Committee meeting 29 August 2018</p> <p>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.</p>	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.

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Task & Finish Group – Race & Equality – Report on the Group’s findings and recommendations for internal matters to the Council		Written report	Councillor Mangat		

**Meeting Date: 20 April 2021**

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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.

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Members' Annual Feedback on Outside Appointments / Annual review of membership/participation of Outside Bodies (Includes a short synopsis on remaining Working Parties, Forums and other Champions)	Standing Annual Items	Not for O&S agenda	Andrew Jones	April 2022	Briefing note to all Councillors with a paragraph explaining that if they have any concerns that they feel requires scrutiny, to raise these for consideration as part of the work programme and if any are to be considered to be ceased, the Deputy Chief Executive will discuss these with the LCG

**Meeting Date: To Be Advised**

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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	

**Meeting Dates 2021/2022:**

2021: 6 July, 21 September, 2 November, 14 December

2022: 8 February, 8 March, 12 April