

**Overview and Scrutiny Committee  
Work Programme 2018**

**29 August 2018**

Title	Where did item originate from	Format	Lead Officer/ Councillor	Membership of Task & Finish	Next report date if applicable	Completion date
Task & Finish Group – Role of Warwick District Council Chairman.	O&S Task & Finish Group	Either as part of the Work Programme, or a written report	TBA	Councillors Ashford, Mrs Knight and Margrave	Every meeting until completed	
Review TBA items on the O&S Work Programme.	O&S 30 May 2018	Discussion				

**25 September 2018**

Title	Where did item originate from	Format	Lead Officer/ Councillor	Membership of Task & Finish	Next report date if applicable	Completion date
Events Review Update	O&S 6 February 2018, minute 78	The report to Executive in September includes a full update. If the report is also called-in, then scrutiny on the Executive report.	James Deville / Dave Barber		February, March or April 2019	4 <sup>th</sup> quarter of 2018/19

Phase 2 Leisure Development in Kenilworth	1 June 2016	Verbal Update if the Executive Report is called in plus scrutiny on the Executive Report	Rose Winship			
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	
Xmas Lights (Possible call-in of Executive Report scheduled for 26 September 2018)	O&S 26 June 2018	Scrutinise report to Executive	James Deville / Councillor Butler			
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 – Neighbourhood Services		Written report followed by Q&A at the meeting	Cllr Grainger and Rob Hoof			

**30 October 2018**

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

**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 – Development & Business		Written report followed by Q&A at meeting	Cllr Rhead & Dave Barber			
Annual Feedback on Outside Appointments	Standing Annual Item	Written Report	Democratic Services		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	
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**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 – Chief Executives		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
Fuel Poverty	26 June 2018	Written report followed by Q&A	Marianne Rolfe / Lisa Barker			
Portfolio Holder Update – Cultural Services		Written report followed by Q&A at meeting	Cllr Coker and Rose Winship			

**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
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**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 – Health & Community Protection		Written report followed by Q&A at meeting	Cllr Thompson & Marianne Rolfe			

**June 2019**

Title	Where did item originate from	Format	Lead Officer/ Councillor	Membership of Task & Finish	Next report date if applicable	Completion date
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
Agree with F&A dates for Portfolio Holder Updates						

## 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		Awaiting the publication of government guidance	
"Mystery Shopper" – testing customer service at the Council	25 July 2017	TBA	TBA			
Housing & Homelessness Strategy	27 September 2016	Written report followed by Q&A at meeting	Charlotte Lancaster			
CWLEP update	30 June 2015	Verbal Report	Councillor Mobbs		BH to provide a copy of the Board Meeting Dates to LD	Quarterly if an update is available

<p>Council Development Company (Forward Plan Ref 727)</p>	<p>February 2016</p>	<p>Written report followed by Q&amp;A at meeting</p>	<p>Bill Hunt / Councillor Phillips</p>		<p>A report cannot be brought forward until housing futures and changes to the Housing and Planning Act have been completed</p>	
<p>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> </p>	<p>27 June 2017</p>	<p>Written report followed by Q&amp;A at meeting</p>	<p>Marianne Rolfe</p>		<p>When the results from the Government enquiry into Grenfell Tower are known</p>	
<p>Asset Management Strategy (Corporate Assets) (Forward Plan Ref 641) – Overview and Scrutiny Committee to determine if this should be a Work Programme item</p>	<p>November 2015</p>	<p>Written report followed by Q&amp;A at meeting</p>	<p>Councillor Phillips</p>			