Overview and Scrutiny Committee
Work Programme 2016

29 November 2016

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
Holding Portfolio Holders to account – Housing & Property Services	Standing Annual Item	Written report followed by Q&A at meeting	Councillor Phillips		Late Nov / Early Dec 2017	Annually
T&F Groups' Updates		Verbal reports	TBA	T&F Gp – off-street parking charges review – Councillors Quinney (Chairman); Ashford, Boad, Mrs Cain, Day Mrs Stevens. T&F Gp –HMOs – Councillors Naimo, Mrs Knight, Quinney, Miss Grainger, Thompson, Davison, Mrs Cain	Every Meeting until…	…T&F Group work completed
How the Health Scrutiny Sub Committee should work	27 September 2016	Written Report	Marianne Rolfe			29 November 2016
Current Arrangements for South Warwickshire Crime and Disorder Scrutiny	Mandatory	Report	Pete Cutts		Late Nov / Early Dec 2017	Annually

4 January 2017

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
To note the minutes of the Health Scrutiny Sub-Committee meeting 22 November 2016					Following next Health Scrutiny Sub-Committee Meeting	On-going
Interim Update HQ Relocation – outcome of Phase 1 (*At O&S 27 Sept 2016, the Committee asked Andrew Jones to check with Bill Hunt whether there was anything of note to present at this time; it also questioned whether the report should be presented to all Scrutiny Committees.)*	1 June 2016	Written Report	Bill Hunt/Phillip Clarke			4 January 2017
Health Scrutiny – Review of the work undertaken by the Sub-Committee since inception and decide whether to continue with the sub-committee.		Written Report	Chairman of Health Scrutiny Sub-Committee			4 January 2017

An update on the pre-application charging regime for development proposals	28 June 2016	Written Report	Gary Fisher / Tracy Darke			4 January 2017
Holding Portfolio Holders to account – Health & Community Protection	Standing Annual Item	Written report followed by Q&A at meeting	Councillor Grainger		January 2018	Annually

7 February 2017

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
Letting Boards – Update against the position 12 months ago and the trend	9 February 2016	Report / Q & A	Rajinder Lalli			7 February 2017
Waste Collection Update	28 June 2016	Report / Q & A	Gary Charlton			7 February 2017
Waste Container Charging Review – In light of monitoring of figures of numbers of bins/boxes bought / supplied and whether recycling has increased/decreased	9 February 2016 & 28 June 2016	Report / Q & A	Councillor Shilton			7 February 2017
Holding Portfolio Holders to account – Neighbourhood Services	Standing Annual Item	Written report followed by Q&A at meeting	Councillor Shilton		February 2018	Annually
To note the minutes of the Health Scrutiny Sub-Committee meeting 17 January 2017					Following next Health Scrutiny Sub-Committee Meeting	On-going

7 March 2017

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
Shakespeare's England	Request from Report Author	Written Report	David Butler		September 2017	September 2019
Follow-up report on the pre-application charging regime for development proposals	28 June 2016	Written Report	Gary Fisher			March 2017
Holding Portfolio Holders to account – Business	Standing Annual Item	Written report followed by Q&A at meeting	Councillor Butler		March 2018	Annually

4 April 2017

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
Update from the Leader of the Council on his corporate and strategic leadership	Standing Annual Item	Verbal report followed by Q&A at meeting	Councillor Mobbs		April 2018	Annually
Procurement – 12 month review of the impact of the changes to the Code of Procurement Practice	April 2016	Report	John Roberts			
Overview and Scrutiny Committee End of Term Report	Standing Annual Item	Written Report	Lesley Dury		April 2018	Annually
Children's Champions – End of Year Report	Standing Annual Item	Written Report	Bill Hunt		April 2018	Annually
To note the minutes of the Health Scrutiny Sub-Committee meeting 15 March 2017						

TBA

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
Housing Futures – Housing and Homelessness Strategy 2017 (Forward Plan Reference 822)	27 September 2016	Report	Andrew Jones to speak to Bill Hunt about when this report can be given.		Andrew Jones to speak to Bill Hunt to determine a date for this report.	
Future of Community Forums	27 September 2016	Report	Andrew Jones to determine a date for this report.		Andrew Jones to determine a date for this report.	
Recommendations from the One Stop Shop Review (Forward Plan Reference 812)	27 September 2016	Verbal Update	Andrew Jones to speak to Bill Hunt about when this update can be given.		Andrew Jones to speak to Bill Hunt about when this update can be given.	
Phase 2 Leisure Development in Kenilworth	1 June 2016	Verbal Update	Rose Winship		C. Servs to notify when the report can be presented	

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
Housing Strategy 2014-2017	February 2016		Andy Thompson		TBA once the changes to the Act have been published.	
Council Development Company (Forward Plan Ref 727)	February 2016		Andy Thompson		A report cannot be brought forward until housing futures and changes to the Housing and Planning Act have been completed	
Local Plan Infrastructure Delivery Plan	30 June 2015	Report	Tony Ward/Dave Barber			Quarterly Update once the Local Plan has been agreed.

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	Report	Councillor Coker			
National Association of Councillors Report – and decide if further action required.	November 2015	Report	Councillor Coker			

First meeting of each Municipal Year

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Elect an Overview and Scrutiny Committee Chairman					1st meeting of Municipal Year 2017/18	Annually
Heath Scrutiny Sub-Committee – Appoint members and substitutes					1st meeting of Municipal Year 2017/18	Annually

August / Early September 2017

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
Holding Portfolio Holders to account – Development Services	Standing Annual Item	Written report followed by Q&A at meeting	Councillor Cross		Late Aug/Early Sept 2018	Annually

Late September / Early October 2017

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Shakespeare's England	Request from Report Author	Written Report	David Butler		March 2018	September 2019
Holding Portfolio Holders to account - Finance	Standing Annual Item	Written report followed by Q&A at meeting	Councillor Whiting		Late Sept / Early Oct 2018	Annually

Late October / Early November 2017

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Holding Portfolio Holders to account – Cultural Services	Standing Annual Item	Written report followed by Q&A at meeting	Councillor Coker		Late Oct / Early Nov 2018	Annually

March 2018

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Shakespeare's England	Request from Report Author	Written Report	David Butler		September 2018	September 2019

September 2018

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