

SCRUTINY: OVERVIEW AND SCRUTINY BOARD

WORK PROGRAMME - MUNICIPAL YEAR 2020/21 – APPENDIX A

(This work programme is updated regularly following each meeting of the committee and as required, in consultation with the Chair. Unallocated potential future items are listed at the end of this document)

Additional Meeting to hear Planning White Paper

Meeting Date: 28/09/2020	Time: 6.00pm	Skype Platform
Reminder Date:	28/08/2020	
Deadline for Titles:	09/09/2020	
Deadline for Reports submission:	16/09/2020	
Executive Meeting Dates 12/10/2020		
Democracy & Scrutiny Officer:		Eunice Lewis

Agenda Items	Report Author/Format/Comments
Chair's Updates	Oral Report
Planning White Paper	Sue Frost
Dates of Future Meetings: <ul style="list-style-type: none"> • 27 or 29 October 2020 Proposed additional meeting (TBC) • 23rd November 2020 • 12 January 2021 • 1st March 2021 • 11th March 2021 – CDC 	Democracy & Scrutiny Officer

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Proposed Additional Meeting

Meeting Date: 27/10/2020 (TBC)	Time: 6.00pm	Skype Platform
Reminder Date:	27/09/2020	
Deadline for Titles:	07/10/2020	
Deadline for Reports submission:	14/10/2020	
Full Council Meeting Date: 17/11/2020		
Democracy & Scrutiny Officer:	Eunice Lewis	

Agenda Items	Report Author/Format/Comments
Chair's Updates	Oral Report
Statement of Licensing Policy – 5 years Review	Mick Ireland
Dates of Future Meetings: <ul style="list-style-type: none"> • 12 January 2021 • 1st March 2021 • 11th March 2021 – CDC • 	Democracy & Scrutiny Officer

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Meeting Date: 23/11/2020	Time: 6.00pm	Skype Platform
Reminder Date:	23/10/2020	
Deadline for Titles:	30/10/2020	
Deadline for Reports submission:	16/11/2020	
Executive Meeting Dates 11/01/2021		
Democracy & Scrutiny Officer:	Eunice Lewis	

Agenda Items	Report Author/Format/Comments
Chair's Updates	Oral Report
Scrutiny's role as Accountable Body for SEMLEP	Judith Barker
NEW - Shelter for the Homeless/Covid19 (TBC)	Claire Astbury
Annual Health and Safety Plan 2019/20 (TBC)	Liz Bailey – Environmental Health
Annual Food Hygiene Inspection and Enforcement (TBC)	Liz Bailey – Environmental Health - Email to EL to move from 3/08/2020 meeting
Corporate Performance Report Q/1 & 2 2020/21 (TBC)	Israr Siddique Business Intelligence Written report
Work Programme (Standing item)	Democracy and Scrutiny Officer Written Report
Dates of Future Meetings: <ul style="list-style-type: none"> • 12 January 2021 • 1st March 2021 • 11th March 2021 – CDC 	Democracy & Scrutiny Officer

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Meeting Date: 12/01/2021	Time: 6.00pm	Skype Platform
Reminder Date:	9/12/2020	
Deadline for Titles:	16/12/2020	
Deadline for Reports submission:	20/12/2020	
Executive Meeting Dates 09/02/2021		
Democracy & Scrutiny Officer:	Eunice Lewis	

Agenda Items	Report Author/Format/Comments
Chair's Updates	Oral Report
Corporate Performance Report Q/2 2020/21 - TBC	Israr Siddique Business Intelligence Written report
NEW - Outline Business Case for work place parking Levy report	Alex Constantinides/Steven Lain
Work Programme (Standing item)	Democracy and Scrutiny Officer Written Report
Dates of Future Meetings: <ul style="list-style-type: none"> • 1st March 2021 - OSB • 11th March 2021 – CDC 	Democracy & Scrutiny Officer

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Meeting Date: 01/03/2021	Time: 6.00pm	Skype Platform
Reminder Date:	29/01/2021	
Deadline for Titles:	10/02/2021	
Deadline for Reports submission:	17/02/2021	
Executive Meeting Dates 09/02/2021		
Democracy & Scrutiny Officer:	Eunice Lewis	

Agenda Items	Report Author/Format/Comments
Chair's Updates	Oral Report
Work Programme (Standing item)	Democracy and Scrutiny Officer Written Report
Dates of Future Meetings: • 11 th March 2021 – CDC	Democracy & Scrutiny Officer

OSB Crime and Disorder Committee

Meeting Date: 11/03/2021	Time: 6.00pm	Skype Platform
Reminder Date:	10/02/2021	
Deadline for Titles:	17/02/2021	
Deadline for Reports submission:	24/02/2021	
Executive Meeting Dates 06/04/2021		
Democracy & Scrutiny Officer:	Eunice Lewis	

Agenda Items	Report Author/Format/Comments
Chair's Updates	Oral Report

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Work Programme (Standing item)	Democracy and Scrutiny Officer Written Report
Dates of Future Meetings:	Democracy & Scrutiny Officer