

Cheltenham Borough Council Overview & Scrutiny Committee

Meeting date: 17 April 2023

Meeting time: 6.00 pm

Meeting venue: Council Chamber - Municipal Offices

Membership:

Councillor John Payne (Chair), Councillor Steve Harvey (Vice-Chair), Councillor Graham Beale, Councillor Nigel Britter, Councillor Jackie Chelin, Councillor Stephan Fifield, Councillor Tabi Joy, Councillor Julian Tooke, Councillor Suzanne Williams, Councillor Glenn Andrews (Reserve) and Councillor Emma Nelson

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Phone: 01242 264 246

1 Apologies

Cllr. Britter. (Cllr. Andrews substituting)

2 Declarations of interest

3 Minutes of the last meeting (Pages 5 - 10)

Minutes of meeting held on 27th February.

4 Public and Member questions, calls for actions and petitions

5 Cabinet Briefing

Briefing from Councillor Hay, Leader (if she has an update, or if O&S Members have questions for her).

Objective: An update from the Cabinet on key issues for Cabinet Members which may be of interest to Overview and Scrutiny and may inform the work plan

6 Matters referred to committee (Pages 11 - 12)

Two matters referred to O&S by Council on 20th March.

7 Feedback from other scrutiny meetings attended (Pages 13 - 20)

Gloucestershire Police and Crime Panel (24th March) – update from Cllr. Clucas

Gloucestershire Economic Growth O&S Committee (30th March) – update from Cllr. McCloskey

Gloucestershire Health O&S Committee (14th March) – update from Cllr. Bamford

8 Updates from scrutiny task groups (Pages 21 - 22)

Update from Scrutiny Task Group on Tackling Multiple Deprivation.

9 Review of scrutiny workplan (Pages 23 - 28)

10 Date of next meeting

5th June.

11 LOCAL GOVERNMENT ACT 1972 - EXEMPT INFORMATION

The committee is recommended to approve the following resolution:-

“That in accordance with Section 100A(4) Local Government Act 1972 the public be excluded from the meeting for the remaining agenda items as it is likely that, in view of the nature of the business to be transacted or the nature of the proceedings, if members of the public are present there will be disclosed to them exempt information as defined in paragraph 3, Part (1) Schedule (12A) Local Government Act 1972, namely:

Paragraph 3; Information relating to the financial or business affairs of any particular person (including the authority holding that information).”

12 Cheltenham Trust

Objective: How is the Trust performing relative to its business plan? Risks, opportunities and challenges.

Richard Gibson (Head of Communities, Wellbeing and Partnerships)

Laurie Bell (Chief Executive Officer)

Louis Eperjesi (Chair of the Board)

Discussion paper to follow.

Informal de-brief

What went well? Can we identify opportunities for improvement or training needs?

Gareth Edmundson

Chief Executive

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Cheltenham Borough Council Overview & Scrutiny Committee Minutes

Meeting date: 27 February 2023

Meeting time: 6.00 pm - 7.00 pm

In attendance:

Councillors:

John Payne (Chair), Steve Harvey (Vice-Chair), Graham Beale, Nigel Britter, Jackie Chelin, Tabi Joy, Julian Tooke, Emma Nelson and Suzanne Williams

Also in attendance:

Claire Hughes (Monitoring Officer), Darren Knight (Executive Director of Place and Communities) and Louis Krog (Head of Public Protection and DEPLO), Representation from Gloucestershire Police

1 Apologies

Apologies were received from Councillor Fifield.

The Chair welcomed Councillor Nelson to the committee. She was replacing former Councillor Savage who had stood down as a councillor in December.

2 Declarations of interest

Councillor Nelson declared a personal interest in Agenda item 10 – the Gloucestershire Police and Crime Panel update.

3 Minutes of the last meeting

The minutes were approved and signed as a correct record.

4 Public and Member questions, calls for actions and petitions

There were none.

5 Cabinet Briefing

The Deputy Leader confirmed that he did not have a briefing for Members at this time since updates had been provided at the recent Council meeting.

In response to a question from a Member on whether the council had received feedback on why the Levelling up bid project proposal had not been supported, the Deputy Leader explained that there had been some conversations between officers and the MP but no official feedback had been received.

6 Matters referred to committee

There were none.

7 Race week

The Head of Public Protection provided an update to the published report circulated with the agenda. He reported that 22 expressions of interest (including from 7 businesses and 13 residents) with respect to the 'war on wee' campaign. The paint would be purchased the following day and be delivered early the following week. Officers were in direct contact with participants in terms of logistics and a press release would be issued supporting the campaign. There was significant interest in this initiative, particularly from the press and radio.

He then referred Members to the appendices of the report which outlined deployment timings of the Police and Police Community Support officers on Evesham Road during race week following a request from Members at the last meeting of Overview and Scrutiny. The police deployment would be supplemented by council neighbourhood officers and in discussions with the police a formal enforcement approach had been agreed in as far as CBC would lead on issuing fixed penalty notices (FPN). It was hoped that with the 'love the turf' campaign including the 50 marshals, the police and the neighbourhood team, it would be enough to deter anti-social behaviour.

Also included in the appendices were the locations of all the toilets around the town. In total, 25 additional toilets would be installed, mainly around the Pittville area.

Finally, the Head of Public Protection informed Members that rail strikes would cause disruption from Wednesday to Sunday. Three mitigating measures had been put in place to avoid significant gridlock in the town:

- Up to 120 national express coaches coming, mainly, from London, Birmingham and Bristol had been blocked booked and would enter the area via M5 Junction 9 to avoid the town
- A coach park had been created at the racecourse on the Southam Lane side, adjacent to the helipad

- Additional car parking capacity had been created with an increase in drop off provision and GCC parking enforcement would be monitoring the situation

Further to questions the following responses were provided :

- From experience crowds left the racecourse at approx. 5.45 pm, hence police deployment from 5.45 pm. This time would be adjusted should problems be experienced on the Tuesday
- More police had been allocated than ever before with 10 or 11 pairs of officers who would be on New Barn Lane, Swindon Lane and Albert Road. This additional resourcing gave the police flexibility.

Members felt reassured that the experience of those policing the event and the flexibility would give them the ability to cope with most eventualities. They thanked both the police and CBC officers for the work undertaken in preparation.

8 Scrutiny topic request - outside bodies

The Chair introduced the Monitoring Officer to provide the background and the constitutional position on the issues raised.

The Monitoring Officer explained that there was provision in the constitution for annual reporting from Members who sit on outside bodies but historically the process had varied. All Members who currently sit on outside bodies should now have received an email reminding them to complete the form which would form the basis of this annual report.

She explained that Councillor Flynn (who was not present) had raised some valid points and a better understanding of outside bodies was required. This was a constitutional issue and already featured on the work plan for the constitution working group (CWG) to look at in June. As Councillor Flynn was a member of this group she would be part of those discussions. There was therefore little for O&S to input on this.

The Chair asked the committee whether they wished to make any comments on the process which could be fed into the CWG.

In response the following comments were made :

A Member said that participation on outside bodies broadly enhanced working processes and provided an opportunity to work constructively with these organisations. All Councillors could benefit from the learning and what is discussed. It was right that due diligence should be carried out to ensure we have the maximum impact and that we are reacting appropriately to whatever needs arise within the community. This was a partnership and should be something O&S can monitor.

A Member questioned the tone of the scrutiny request document but recognised the positive elements raised by his colleague.

Members agreed (with one abstention) that the issue be referred to CWG for clarification on the role of councillors appointed to outside bodies.

The Deputy Leader was invited to address the committee. As a member of CWG he suggested that, in the spirit of collaboration, input is sought from O & S on this.

9 Information Governance

The Corporate Director and Monitoring Officer introduced the item and explained that she was the Data Protection Officer for the Council. She had been undertaking a review of information governance, i.e. of all the processes and systems data the council manages and an updated policy report would be taken to Cabinet in May.

She reported that robust management systems were in place but there were areas that had been identified for improvement. This included a new data protection policy to encompass tighter parameters in terms of data sharing, a new records management overarching policy and a data quality policy to ensure our data quality and accessibility meet requirements. An action plan had been drafted and once the above policies were approved by Cabinet in May training of officers would take place. She thanked Councillor Chelin for identifying the reputational risk of not having such policies embedded in the organisation.

In response to Member questions the following responses were given :

- The same robust structure in terms of regulation of document retention did not apply to local government, that said best practice was shared across the sector
- Data sharing agreements were in place with external contractors
- CBC was confident that recognising it was a fast paced environment cyber security arrangements were in place to protect the organisation
- The authority was required to have a record of processing activities (ROPA), a formal, documented, comprehensive and accurate record based on a data mapping exercise that is reviewed regularly.
- A data audit would be undertaken – this represented a huge piece of work
- A further briefing on business applications could be provided to the committee to raise awareness of how they are used, updates and security
- GDPR changes were expected next year but this should not prevent this work from progressing

Members requested a further review of information governance which could in fact be a joint meeting of O&S and the Audit, Compliance and Governance (ACG) committee. This was supported by the Chair of ACG as he was in attendance.

10 Feedback from other scrutiny meetings attended

The update reports were noted.

The Chair wished at this point to put on record his thanks to the Deputy Leader for taking forward his request to contact the Chair of the Gloucestershire Health Overview and Scrutiny Committee in relation to child dental health provision.

11 Updates from scrutiny task groups

The Chair updated the meeting on the Scrutiny Task Group report on tackling multiple deprivation. Due to the complexity and number of the issues involved, further input from officers was required to filter the actions which can be addressed. The intention was to bring the report back in April.

12 Review of scrutiny workplan

The Chair explained that the meeting in April may look slightly different due to reports not being available for O & S, in particular relating to the Minster Exchange and the Cheltenham Trust. The Chair's group would discuss this at their briefing meeting.

Councillor Tooke raised the issue of looking at disabled access.

13 Date of next meeting

17 April 2023

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Overview and Scrutiny, 17th April 2023

Matters referred to committee

[20th March Council](#), 8. Member Questions

In response to a Member Question from Cllr. Harman, the Cabinet Member Economic Development, Culture, Tourism and Wellbeing (Cllr. Wilkinson) agreed that Marketing Cheltenham could potentially bring a report to O&S in six to nine months' time on the progress of the council's tourism strategy.

Suggested action: Chair's group to liaise with officers about a possible O&S item later in the year

[20th March Council](#), 10. Carbon Footprint Report 2021/22

In response to a query about CBH's emissions not being included in the council's carbon footprint figures, the Cabinet Member Climate Emergency (Cllr. Lewis) clarified that this was so CBH could produce their own separate report specifically about their properties and emissions. She suggested that they would be happy to discuss it at O&S and in other forums once it was published.

Suggested action: Chair's group to liaise with CBH about a possible O&S item after their results are published

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Overview and Scrutiny, 17th April

Update from Police and Crime Panel, 24th March 2023

The Panel met to consider a range of issues, the first being the Improvement Plan update. This report was intended to provide police and crime panel members with an overview of recent activity and to address the causes of concern and recommendations contained within the HMICFRS 21, 22. In plain English, how effective, efficient and legitimate is its work – the PEEL report.

We were presented with a range of judgements in relation to the PEEL report. In relation to those judgements Gloucestershire Constabulary had engaged with HMICFRS, in relation to the special measures.

There a range of different reviews done in relation to the special measures situation and this had produced a number of results.

Post results were:

- The performance summary which led to the need for significant investment in police, staff and training;
- Stable and sustained performance improvement in this area;
- Focus on reduction of over recording;
- Continued focus on improving equalities data in incidents and crime reports;
- Program of auditing for quality assurance;
- Performance management courses where there were concerns highlighted;
- Arrests and detentions,

Gloucestershire is the host force for the regional drugs, enforcement and intensification week - Operation Vanquish, formerly Scorpion - from the 27th of March;

Solved outcomes and improving

41.6% more offences were solved by Gloucestershire Constabulary in the quarter December to February 2, 2223, than in the same period 2122;

In the discussion in relation to force management, I raised the issue of the Casey report and how that was being married into the Gloucestershire system.

I was assured that it was being married in and in looking at what is being proposed in relation to the Constabulary for the future, it would indeed Influence, inform and be decisive in some of the work that was going to be undertaken.

One area of concern was the ability to equalise demand flow throughout the system. In other words workflow and its impact.

This was being addressed in a range of ways:

New design in relation to local investigations;

Distribution of resources - the impact of introducing enhanced file building and so on and how all of those things that were being looked at could be identified as specific business benefits.

Those were gone through in relation to the report.

We then had an update from the Police and Crime Commissioner, and that update concerned his appointments for the period from the last meeting to this.

The commissioning team then gave an overview of the role of the commissioning team of the PCC, including details of the Commissioner's Fund.

The Chief Executive then gave his report and that report was discussed and accepted

Cllr. Flo Lucas

Overview and Scrutiny, 17th April 2023

Report from Gloucestershire Economic Growth Scrutiny Committee (Thursday 30th March)

Prior to COVID, it had been the habit of this Scrutiny to rotate around the six Districts so that Members could hear first-hand from the six Leadership Teams their Economic Vision, priorities and challenges.

This CBC visitation was the first of the post-COVID regime. The Committee will be in Tewkesbury for its September meeting.

All CBC Members were invited to attend and ask questions. Only one turned up, and one submitted written questions.

The recording of the meeting is here:

https://gloucestershire.public-i.tv/core/portal/webcast_interactive/763867

The centrepiece is Gareth Edmundson talking about Cheltenham's Economic Strategy as outlined in our Corporate Plan, and also talking about Golden Valley. Gareth starts about 15 minutes in.

The Agenda is here:

<https://glostext.gloucestershire.gov.uk/ieListDocuments.aspx?MIId=11204&x=1>

Tony Dale always does an excellent summary of the happenings of the Joint Committee. His reports starts about 2m 20 seconds in. His comments about Food & Farming and the need for a new Industrial Strategy for the County are perhaps the most pertinent.

The questions concerning the Director's Report (Link in the Agenda), which is taken as read, start about 1 hr 9 minutes in.

Cllr. Paul McCloskey
Charlton Kings
5th April 2023

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Report to April 2023 Meeting of CBC Overview and Scrutiny Committee

Summary of March 2023 Meeting of GCC Health Overview and Scrutiny Committee

A full recording of this meeting is available in the "Online meetings" section of the GCC website. The public information pack which includes all presentations is also available on this website. The minutes are not yet available, so this paper is based solely on notes I took at the time.

1. Scrutiny Items

1.1 Report on Out-of-hours GP & NHS 111 Service Provided by Practice Plus Group (PPG)

PPG have been running these services in Gloucestershire since 2019. It is the largest provider of such services in England. The latest CQC report published in February 2023 has given an overall rating to the GP OOH service of 'requires improvement', with a similar rating with respect to the safety and governance of the services whilst NHS 111 has received an 'outstanding' rating.

The NHS 111 service is commissioned to receive `170,000 calls per annum with targets focussed on response times such as number of call answered within 60 seconds.

Despite the outstanding rating PPG introduced a number of improvements before the start of winter such as the use of alternative pathways to reduce demand on A&E. Even with this rating and the subsequent improvements one quarter of patients rated the service as poor and 30 formal complaints have been received in the last year. However, apart from the month of December 2022 when there was a massive increase in respiratory disease particularly amongst children, performance against all KPIs has remained good.

The out-of-hours GP service is much more challenged, at the time of the CQC visit 26% of shifts it needs to fill to provide the specified service remained unfilled and the CQC concluded that there were insufficient numbers of suitably qualified staff deployed to meet the fundamental standards of care and treatment expected and to ensure that care was provided safely.

In liaison with the ICB PPG have developed an extensive action plan to try to improve matters but many GPs are unwilling to work the unsocial hours required to run this service and the problem of adequately staffing such a service is a nationwide one.

However, some success has been achieved and the percentage of unfilled shifts has reduced to 22%.

Greater use is now being made of Advanced Nurse Practitioners and clinical pharmacists with those suitable patients in the queue being dealt with by these staff alone.

The action plan has now (14/3) been submitted to the CQC who have also issued a warning notice with respect to the governance of the OOH service as the 'requires

improvement' finding was a repeat of a similar finding from their 2019 visit. This means that the CQC will give a period of between 6 and 12 months to the service to complete the plan. If it fails, it could be declared in breach of the 2008 Health and Social Care Act.

1.2 Review of 2022/23 Winter Surge Management Measures

At the October HOSC meeting One Gloucestershire ICS presented a healthcare wide system plan aimed at ensuring winter 2022/23 was considerably less problematic than the corresponding period in 2021/22 for the healthcare community and its patients. As part of the plan additional investment was given to six areas with the following impact:

- Rehab. beds at Cheltenham General. Prescott Ward has undergone a £1.6M refurbishment and 35 extra beds were made available from December as surge capacity for the increased winter demand. Unsurprisingly they became fully utilised by early in the new year. As winter demand recedes, they will be incrementally closed.
- Extra Social Workers for acute hospitals. These extra staff have dealt with an average 30 patients per week and have become highly valued members of the ward teams enabling earlier planning of post-hospital care and hence earlier, safe discharge.
- A new discharge waiting area at Gloucester Royal. This has provided a dedicated, fully staffed space away from the wards for patients ready for discharge creating better flow through the hospital with beds becoming available earlier in the day on the wards.
- A 10-bed assessment unit at Tewkesbury Hospital. These beds have been re-purposed for assessment and management of frail elderly patients and have been fully used to deliver care to patients that would otherwise have ended up in less appropriate beds in the acute hospitals.
- 14 rehab. beds at the Kingham Unit in Bouton-on -the-water. These beds have been used to discharge patients from the acute hospitals with a view to assessment prior to final discharge back to the community. They have been fully occupied throughout the period and have proved an invaluable asset.
- A £2M investment in 'virtual wards' where healthcare staff give advice to and monitor patients in their own home. It is primarily focused on respiratory illnesses. At its peak 62 patients were dealt with from mid-December to early January when pressure on the system overall was at its greatest.

Initial feedback suggests that after a very challenging few weeks in December the latter part of the winter pressures period has been dealt with relatively successfully despite the additional problems created by staff shortages because of high vacancy rates, high sickness rates and strike action. Most delivery targets are now being met and whilst ambulance response times are still not meeting target they have significantly improved compared with 2022. Category 2 patients (those that are

sickest) currently being reached in an average 26 minutes compared with the target of 18 minutes.

In late April a full review is being held with all operational leaders from across the system.

1.3 Maternity Services Update – Extension of Temporary Changes

In summary a shortage of midwives has led GHFT to conclude that the Aveta birthing unit at CGH should remain closed for labour and births along with six post-natal beds at Stroud maternity unit.

The unit at CGH has been closed for labour and births since April 5 last year and six post-natal beds in Stroud have been closed since October 1. These closures were reviewed as planned in January but high vacancy and sickness absence rates had persisted so it was concluded that the closure needed to continue at least until a further review in April when a revised staffing model will also be considered.

The GHFT spokesperson indicated at the HOSC meeting that the midwifery service currently has 25 vacancies but that at a recent recruitment event 31 potential new midwives came forward. Many still had to complete their training so they won't start immediately but it is good news in the medium term though the national picture remains gloomy.

A CQC report in 2022 highlighted lack of staff in rating the maternity service as inadequate. Numbers have steadily improved since that report but staffing levels remain a challenge and midwifery staffing is still on the risk register as it is still not possible to meet the required ratio of midwives per birth 100% of the time.

The intention is to fully reopen the Aveta unit and the beds in Stroud as soon as possible but at the moment staff need to be concentrated in other areas to ensure all 6000 births in the County can happen in safe, adequately staff facilities.

2. Information Items – see presentations for full details:

2.1 Gloucestershire Integrated Care System (ICS) Performance Report

- Patients waiting for planned care still very high at 64,170.
- 1446 waiting over 52 weeks.

2.2 NHS Gloucestershire Integrated Care Board (ICB) Update (n.b. One Gloucestershire ICB now known collectively as NHS Gloucestershire – this report therefore includes updates from all NHS providers in primary and secondary care as well as a report from SWAST and the healthcare commissioner)

- The Medical Day Unit (MDU) that provides a nurse led service offering day case procedures such as infusions and biopsies to remain open at CGH for a further 9 months, until December 2023 pending the development of a long-term plan for this service.

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Overview and Scrutiny, 17th April 2023

Update from Scrutiny Task Group on Tackling Multiple Deprivation

The task group's final recommendations and report are being drawn together in consultation with officers, the Chair of the Scrutiny Task Group and the Chair of O&S, seeking to ensure that they are deliverable, within the council's control and responsive to the issues raised.

Feedback from the Leadership Team has been taken on board, particularly regarding how the progress of the recommendations will be measured and how they tie into the council's recently renewed Corporate Plan. Officers have also highlighted the need for clarity on any recommendations that require additional or redirected resources.

Before coming to O&S, the final recommendations and report will go back to the task group's membership for their feedback, and a standard covering report needs to be produced with full officer implications. This has not been possible to do before the April O&S meeting, so it has been moved to 5th June on the workplan.

Harry Mayo (Democracy Officer)

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Overview and Scrutiny Committee work plan – 2023/24

Item	Objective	What is required?	Author/presenter
Monday 17th April 2023 (deadline 3rd April)			
Cheltenham Trust	How is the Trust performing relative to its business plan? Risks, opportunities and challenges. (EXEMPT)	Discussion paper	Laurie Bell (Trust CEO), Richard Gibson (Head of Communities, Wellbeing and Partnerships), Louis Eperjesi (Chair of the Board)
Monday 5th June 2023 (deadline 23rd May)			
End of year performance review	Consider the end of year performance: have we achieved what we set out to, and if not, why?	Discussion paper	Ann Wolstencroft (Head of Performance, Projects & Risk)
Minster Exchange	Project learning, benefits realisation. Is it generating the occupancy/income we expected, and if not what are we doing about it?	Discussion paper	Bruce Gregory (Workshop Group), Gareth Edmundson (Chief Executive), Paul Jones (Executive Director Finance and Assets)
Race week	Looking back on 2023 festival: what were the successes and failures, and how can we learn from them?	Discussion paper	Louis Krog (Head of Public Protection)
Tackling Multiple Deprivation STG report	To consider the final report of the Scrutiny Task Group on Tackling Multiple Deprivation, including the proposed workplan and any recommendations to Council	Final report and covering report	Harry Mayo (Democracy Officer), Richard Gibson (Head of Communities, Wellbeing and Partnerships), Cllr. Willingham (Chair of the Task Group)
Golden Valley update	Strategic risk review (EXEMPT)	Discussion paper, Clearview risk register	Paul Minnis (Director of Major Developments and Regeneration), Paul Jones (Executive Director Finance and Assets)
Municipal Offices	Update on progress with the Municipal Offices (EXEMPT)	Discussion paper	Paul Jones (Executive Director Finance and Assets)
Gloucestershire Airport	Following on from 28th March Gloucester City Council meeting : looking at GAL's financial sustainability, both in relation to recent improvements and in the long term (EXEMPT)	Discussion paper	Karen Taylor (Managing Director), Mike Morton (Chair), Paul Jones (Executive Director Finance and Assets), Chair of Gloucester City Council O&S?

Overview and Scrutiny Committee work plan – 2023/24

Monday 3 rd July 2023 (deadline 21 st June)			
Culture Strategy	To understand the final version of the strategy, how it will be implemented and how success will be measured.	Discussion paper, action plan	Richard Gibson (Head of Communities, Wellbeing and Partnerships), Ali Mawle (Chair of the Culture Board)
UBICO Annual Report	To consider the annual report relative to the business plan, where Ubico are performing well, what challenges and risks they are facing and how these are being mitigated.	Discussion paper	Karen Watson (Environmental Partnerships Manager), Cllr. Iain Dobie (Cabinet Member Waste, Recycling and Street Services), UBICO
Climate change pathway	To consider the progress of the pathway to net zero: what has been achieved, and what are the next set of initiatives?	Discussion paper	Laura Tapping (Climate Emergency Programme Officer), Cllr. Alisha Lewis (Cabinet Member Climate Emergency)
CBH environmental impact	To consider Cheltenham Borough Homes' 2021-22 emissions report.	Discussion paper	CBH, Cabinet Member Housing/Cabinet Member Climate Emergency?
Monday 4 th September 2023 (deadline 22 nd August)			
Monday 2 nd October 2023 (deadline 20 th September)			
Monday 30 th October 2023 (deadline 18 th October)			
Monday 15 th January 2024 (deadline 20 th December)			
Monday 26 th February 2024 (deadline 14 th February)			

Overview and Scrutiny Committee work plan – 2023/24

Monday 25th March 2024 (deadline 13th March)			
Monday 3rd June 2024 (deadline 21st May)			
Monday 1st July 2024 (deadline 19th June)			

Overview and Scrutiny Committee work plan – 2023/24

Items for future meetings			
Title	Objective	Format and expected date	Author
Public Art Panel	Consider its effectiveness, successes and difficulties faced	To be scheduled SWOT has been concluded	Tracey Birkinshaw (Director of Community & Economic Development) and Chair of Public Art Panel
North Place and Portland Street	Update on these sites	TBD	Paul Jones (Executive Director of Finance, Assets and Regeneration)
Business continuity	To consider the robustness of CBC business continuity arrangements in the event of a cyber incident, and update the cyber business continuity plan	TBD Discussion paper, FAQ responses	Darren Knight (Executive Director People and Change), Ann Wolstencroft (Program Manager, HR), John Chorlton (Chief Technology Officer, Publica)
Wheelchair access	How does the council ensure that disabled access is always carefully considered in CBC's decision-making, and implemented wherever possible?	TBD Discussion paper	TBD
Building Control	General overview and performance review	TBD	Ian Smith (Building Control Manager)
Community Infrastructure Levy Neighbourhood Panels	Cabinet Member Customer and Regulatory Services answers questions on the decisions over allocations, and presents a report evidencing the impact of allocations made with the investment.	Annual item (towards the end of the year)	Cllr. Martin Horwood (Cabinet Member Customer and Regulatory Services), Tracey Birkinshaw (Director of Community & Economic Development)

Annual Items		
Budget proposals for coming year	January	Chair of the Budget Scrutiny Working Group
End of year performance review	June	Richard Gibson (Head of Communities, Wellbeing and Partnerships)
UBICO annual report	July	Karen Watson (Environmental Partnerships Manager), Cllr. Iain Dobie (Cabinet Member Waste, Recycling and Street Services), UBICO representative
Overview & Scrutiny annual report	September	Democracy Officer
Annual report of the Police and Crime Commissioner	September	PCC (Chris Nelson)
Publica annual report	October (after Publica AGM)	Jan Britton (Managing Director), Bill Oddy
Quarter 2 performance review?	November	Richard Gibson (Head of Communities, Wellbeing and Partnerships)
CIL Neighbourhood Panels	Towards the end of the year	Cllr. Martin Horwood (Cabinet Member Customer and Regulatory Services), Tracey Birkinshaw (Director of Community & Economic Development)

