

Overview and Scrutiny Committee work plan – 2019/20 and 2020/21

Item	Outcome	What is required?	Author/presenter
Meeting date: Monday 27 July (report deadline: 15 July 2020)			
Publica	Consider where Publica are in terms of performance, what are they doing well, where are the priorities for improvement and how do they measure the quality of service to their clients? Consider the business plan and incoming MD report (as background) AND in addition outline how Publica has been affected by COVID, what effect this has had on the service you provide to CBC and what would you have done differently	Discussion paper	Jan Britten and Dave Brooks CONFIRMED
West Cheltenham	Consider impact of COVID on the project and how this is being mitigated	Discussion paper	Tim Atkins / Neil Hopwood CONFIRMED
Council investments	Consider the council's commercial property investments	Letter to MHCLG	Paul Jones, Executive Director Finance & Assets CONFIRMED
The Cheltenham Trust	Discussion paper from Laurie Bell on performance over her first year; a summary of financial position / progress against income generation and Richard Gibson to comment on CBC perspective and what the consultants have said, as well as any VfM assessments AND in addition outline how the Trust has been affected by COVID and what the Trust have been doing instead of 'business as usual'	EXEMPT Discussion paper	Laurie Bell, Chief Executive – (TCT) / Richard Gibson (CBC) CONFIRMED
Monday 7 September 2021			
Scrutiny annual report	Consider the draft annual scrutiny report and approve for consideration by Council	Report	Democracy Officer
Update on motions	Consider progress against recent motions	Discussion paper	Relevant Officer(s)
Police and Crime Commissioner	Consider his annual report and take opportunity to ask questions	Annual report	P&CC

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Air Quality / Schools	Consider the impact of the school run on schools	Discussion paper	Gareth Jones and GCC officer(s)
Monday 2 November			
Quarter 2 performance review	Consider quarter 2 performance and any issues	Discussion paper	Richard Gibson, Strategy and Engagement Manager
Monday 18 January 2021			
Budget proposals (for coming year)	Consider the views of the Budget Scrutiny Working Group on the budget proposals for 2021/22	Verbal update	Chair, Budget Scrutiny Working Group
Marketing Cheltenham	Data relating to return on investment (from a CBC standpoint)	Discussion paper	David Jackson
Monday 8 March 2021			
Draft Corporate Plan	Consider the draft Corporate Plan and comment as necessary	Discussion paper	Richard Gibson, Strategy and Engagement Manager
Monday 26 April 2021			
Monday 7 June 2021			
End of year performance review	Consider end of year performance and comment as necessary	Discussion paper	Richard Gibson, Strategy and Engagement Manager
Monday 5 July 2021			
UBICO annual report	Consider annual report from Ubico – how are they performing?	Discussion paper	Ubico and Cabinet Member
Monday 2 August 2021			

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Items for future meetings (a date to be established)			
Gloucestershire 2050	The Leader will provide ongoing updates as part of the Cabinet briefings	Update	The Leader
Public Art Panel	Consider what is it, is it effective, what has it done, what difficulties does it face	To be scheduled once SWOT has been concluded (chased TC for date 25/02)	Tracey Crews and Chair of Panel
Climate Change	Meet with the newly appointed Cabinet Member (do officers need to be there also)		Councillor tbc
Solace process	Understand the process for housing homeless people in Cheltenham and identify opportunities for improvement		Officers and Cabinet Member Housing (Cllr Jeffries)
Waiver	Consider recent instances where the O&S Chair has been asked to waive his right to call-in and the reasons behind these requests		
Air Quality / Schools	Consider the impact of the school run on schools	Discussion paper	Gareth Jones and GCC officer(s)
One Legal	How are One Legal performing against their Service Level Agreement / what's changed since we entered agreement (new clients, etc)	Discussion paper	Sarah Farooqi, One Legal (May 2021 meeting was cancelled)

Annual Items		
Budget proposals (for coming year)	January	Chair, Budget Scrutiny Working Group

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Draft Corporate Plan	February	Richard Gibson, Strategy and Engagement Manager
Publica annual report	tbc	Dave Brooks (Chair) and MD
End of year performance review	June	Richard Gibson, Strategy and Engagement Manager
UBICO annual report	July	Ubico and Cabinet Member
Scrutiny annual report	September	Democracy Officer
Update on motions	September	Relevant Officer
Police and Crime Commissioner (circulate his annual report in advance)	September	P&CC
Quarter 2 performance review	November	Richard Gibson, Strategy and Engagement Manager

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Briefing sessions/seminars			
Stagecoach	A member seminar arranged at the request of the O&S Committee	31 March 2020	CANCELLED
CBH Masterplan	A member seminar arranged at the request of the O&S Committee	15 April 2020	CANCELLED