

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

Item	Outcome	What is required?	Author/presenter
Monday 2 November 2020 (deadline: 21 October)			
Covid-19 Recovery Programme	Update on progress against Covid-19 recovery plan	Discussion paper	Darren Knight, Executive Director of People & Change
Climate emergency – a response to Overview and Scrutiny	Hear from the newly appointed Cabinet Member on his priorities for the next 12 months and what does he envisage as a route map to the 2030 target	Discussion paper	Cllr Max Wilkinson, Cabinet Member Climate and Communities
Scrutiny annual report	Consider the draft annual scrutiny report and approve for consideration by Council	DRAFT Report	Democracy Officer
Monday 18 January 2021 (deadline: 6 January)			
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
Risk and Performance	Look at risk and performance scorecard on Clearview	Live demo	Darren Knight
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 2020 meeting was cancelled)
New cabinet member	What are her priorities for the coming year – what does she hope to achieve?	Discussion paper	Victoria Atherstone
Monday 8 March 2021 (deadline: 24 February)			
Draft Corporate Plan	Consider the draft Corporate Plan and comment as necessary	Discussion paper	Richard Gibson, Strategy and Engagement Manager
Cheltenham Development Task Force	Meet Diane Savoury who is now heading-up the task force (post-covid retail situation)	Discussion paper	Diane Savoury / relevant cabinet member?

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Monday 19 April 2021 (deadline: 7 April)			
Monday 7 June 2021 (deadline: 26 May)			
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 (deadline: 23 June)			
UBICO annual report	Consider annual report from Ubico – how are they performing?	Discussion paper	Ubico and Cabinet Member
Monday 2 August 2021 (deadline: 21 July)			

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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
Solace process	Understand the process for housing homeless people in Cheltenham and identify opportunities for improvement		Officers and Cabinet Member Housing (Cllr Jeffries)
Waiver(s)	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 new AQMA action plan and data from the GCC 'Streets for Schools' project	Discussion paper	Gareth Jones and GCC officer(s)
Holst Birthplace Museum	Consider the £7.5k p/a grant given to the Holst Birthplace Museum before it is due to expire in March 2021 / consider VfM before any decisions on the future of this grant	Discussion paper??	Gill Morris, Cabinet Member Healthy Lifestyles and HBM
Cheltenham Festival of Performing Arts	Consider the £20k p/a grant given to Cheltenham Festival of Performing Arts before it is due to expire in March 2021 / consider VfM before any decisions on the future of this grant	Discussion paper??	Gill Morris, Cabinet Member Healthy Lifestyles and CFPA
Strategic Waste	Consider the draft recommendations prior to a decision by cabinet		

Annual Items

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