

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

Item	Outcome	What is required?	Author/presenter
Monday 8 March 2021 (deadline: 24 February)			
Cheltenham Economic Recovery Task Force	Consider the business plan and get broader perspective from the Chair, Diane Savory	Business plan and presentation	Diane Savory, Chair and Tracey Crews, Director of Planning, Place & Growth
Community Infrastructure Levy Governance Arrangements	Consider the governance arrangements, particularly in terms of accountability and transparency (can communities see how the money is being spent and where) and comment as necessary	Discussion paper	Mike Holmes, Head of Planning
Project Eclipse – Municipal Offices Options appraisal update	Consider the options for the future of the Municipal offices and comment as necessary	EXEMPT briefing and presentation	Emma Morgan, Programme Manager and Mark Sheldon, Project Sponsor
Monday 19 April 2021 (deadline: 7 April)			
Risk and Performance	Look at risk and performance scorecard on Clearview	Live demo	Darren Knight
Marketing Cheltenham	Data relating to return on investment (from a CBC standpoint) / review phase 1 and consider phase 2	Discussion paper	David Jackson
One Legal	How are One Legal performing against their Service Level Agreement / what's changed since we entered agreement (new clients, etc), what are their plans for the future?	Discussion paper	One Legal / Darren Knight (Client Officer)
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
New Homes and Regeneration Strategy	Consider the draft cabinet report and comment as necessary	Draft report	David Oakhill,
Monday 5 July 2021 (deadline: 23 June)			

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

UBICO annual report	Consider annual report from Ubico – how are they performing / what are their plans / meet the new MD (Beth Boughton)	Discussion paper	Ubico and Cabinet Member
Monday 2 August 2021 (deadline: 21 July)			
Monday 6 September 2021 (date tbc)			
Monday 4 October 2021 (date tbc)			
Monday 17 January 2022 (date tbc)			
Monday 28 February 2022 (date tbc)			
Monday 28 March 2022 (date tbc)			
Monday 6 June 2022 (date tbc)			
Monday 4 July 2022 (date tbc)			
Monday 1 August 2022 (date tbc)			

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Items for future meetings (a date to be established)			
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 25/02/20)	Tracey Crews and Chair of Panel
Solace process	Understand the process for housing homeless people in Cheltenham and identify opportunities for improvement (Louise Boyle cannot make the April meeting / asked if rep could come or will offer an alternative date)		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		Consider if this is still necessary
Air Quality / Schools	Consider the new AQMA action plan and data from the GCC 'Streets for Schools' project (June or July depending on completion of school project)		Gareth Jones and GCC officer(s)

Annual Items		
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

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UBICO annual report	July	Ubico and Cabinet Member
Scrutiny annual report	September	Democracy 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