

Overview and Scrutiny Committee work plan – 2022

Item	Objective	What is required?	Author/presenter
Monday 6 June 2022 (deadline: 25 May)			
Climate change	To look at CBC's climate change initiatives and the relevant Cabinet/Council decisions in the near future, measuring outcomes and addressing risks	Discussion paper	Alexandra Wells (Climate Emergency Project Support Officer), Laura Tapping (Climate Emergency Programme Officer)
Digital platform implementation/customer access	Update on the implementation of the digital platform	Discussion paper	Darren Knight (Executive Director People and Change), Sanjay Mistry (Programme Manager)
Overview and Scrutiny Review (2020) – follow up	Follow-up on the recommendations (actions) that were agreed in June 2021 – is there anything that needs to be revisited?	Discussion paper	Harry Mayo (Democracy Officer)
End of year performance review (EXEMPT)	Consider the end of year performance: have we achieved what we set out to, and if not, why?	Discussion paper	Darren Knight (Executive Director People and Change), Ann Wolstencroft (Program Manager, HR)
Monday 4 July 2022 (deadline: 22 June)			
Solace	Update on performance of this service	Discussion paper	Bernadette Reed (Senior Environmental Health Officer)
Air Quality Management Plan and general update	Update on the AQMA's progress	Discussion paper	Gareth Jones (Senior Environmental Health Officer), GCC representative?
UBICO annual report	Consider the annual report, where are Ubico performing well and what risks are they facing, how are they mitigating them	Annual report	Karen Watson (Environmental Partnerships Manager), Cllr. Iain Dobie (Cabinet Member Waste, Recycling and Street Services)
Business continuity	Consider the robustness of CBC business continuity arrangements in the event of a cyber incident, and update the cyber business continuity plan (EXEMPT)	Discussion paper/FAQ responses	Darren Knight (Executive Director People and Change),

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			Ann Wolstencroft (Program Manager, HR) John Chorlton (Chief Technology Officer, Publica)
Golden Valley update	Detailed look at finances, outcomes etc. (EXEMPT)	Discussion paper	Tim Atkins (Managing Director Place and Growth)
Monday 1 August 2022 (deadline: 20 July)			
Counter Fraud Unit Partnership	Performance review, data and analysis (exempt?)	Discussion paper	Emma Cathcart (Head of Service, Counter Fraud Unit)
SWAP (South West Audit Partnership)	Performance review, data and analysis (possibly exempt due to commercial sensitivity)	Discussion paper	David Hill (Chief Executive, SWAP)

2022/23 meeting dates:

- 5th September 2022 (*deadline 24th August*)
- 3rd October 2022 (*deadline 21st September*)
- 31st October 2022 (*deadline 19th October*)
- 16th January 2023 (*deadline 4th January*)
- 27th February 2023 (*deadline 15th February*)
- 17th April 2023 (*deadline 5th April*)
- 5th June 2023 (*deadline 24th May*)
- 3rd July 2023 (*deadline 21st June*)

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Items for future meetings (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	Tracey Birkinshaw (Director of Planning) and Chair of Public Art Panel
No Child Left Behind	What have we done well, and how can it be improved in the future/is it correctly resourced?	TBC	Richard Gibson (Strategy and Engagement Manager), Cllr. Flo Clucas (Cabinet Member Safety and Communities)
Minster Exchange	Project learning, benefits realisation. Is it generating the occupancy/income we expected, and if not what are we doing about it?	May 2023	Jane Stovell (Project Manager), Bruce Gregory (Workshop Group), Mark Sheldon (Director of Corporate Projects), Paul Jones (Executive Director Finance and Assets)
North Place and Portland Street	Update on these sites (EXEMPT)	When it proves timely	Paul Jones (Executive Director Finance & Assets)
Scrutiny Task Group update	Update from the STG on Tackling Multiple Deprivation after six months	Six months after STG begins	STG Chair, Richard Gibson (Strategy and Engagement Manager)
Christmas Ice Rink	Possible: evaluating the 2021 ice rink and looking ahead to its return in December	Discussion paper	Tracey Birkinshaw (Director of Planning), Helen Mole (Head of Place Marketing and Inward Investment)
Social Housing White Paper	What preparation is being done to ensure compliance with reference risks? Has self-assessment against this been undertaken?	September	Martin Stacy (Lead Commissioner – Housing Services)
CBH responsive repairs service	What is working well and not so well, plans to improve and how value for money is demonstrated, with benchmarking with the social housing sector	September	Steve Slater, Emma Wall, Stafford Cruse
Building Control	Performance review (possibly exempt due to commercial sensitivity)	towards end of 2022	Ian Smith (Building Control Manager)
Municipal Offices (EXEMPT)	Update on progress with the Municipal Offices	end of 2022?	Emma Morgan (Project Manager), Paul Jones (Executive Director Finance and Assets)
Publica annual report	Consider annual report, where is performance good/need improving and where are they with the CT recommendations?	October	Jan Britton (Managing Director), Sally Walker (Chair)

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Gloucestershire Airport (EXEMPT)	Following on from 28th March GCC meeting : looking at GAL's financial sustainability, both in relation to recent improvements and in the long term	January 2023	Karen Taylor (Managing Director), Mike Morton (Chair) invite Chair of Gloucester City O&S
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Annual Items		
Budget proposals for coming year	January	Chair of the Budget Scrutiny Working Group
Draft Corporate Plan	February	Richard Gibson, Strategy and Engagement Manager
End of year performance review	June	Richard Gibson, Strategy and Engagement Manager
UBICO annual report	July	Ubico, Client Officer and Cabinet Member
Scrutiny annual report	September	Democracy Officer
Police and Crime Commissioner (circulate their annual report in advance)	September	P&CC
Publica annual report	October	Jan Britton (Managing Director), Bill Oddy
Quarter 2 performance review?	November	Richard Gibson, Strategy and Engagement Manager