

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) |

Overview and Scrutiny Committee work plan – 2023/24

| 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) |

Overview and Scrutiny Committee work plan – 2023/24