

## Overview and Scrutiny Committee work plan – 2023/24

Monday 4 <sup>th</sup> September 2023 (deadline 22 <sup>nd</sup> August)			
UBICO Annual Report	To consider the annual performance report, 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 emissions	To consider Cheltenham Borough Homes' report on their carbon footprint.	Discussion paper, emissions report	CBH officer/s, Cllr. Alisha Lewis (Cabinet Member Climate Emergency), Cllr. Victoria Atherstone (Cabinet Member Housing)
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)
Annual report	To consider the O&S Annual Report for 2022/23 before it goes to Council on 16 <sup>th</sup> October.	Annual report	Darren Knight (Executive Director Place and Communities)
Monday 2 <sup>nd</sup> October 2023 (deadline 20 <sup>th</sup> September)			
Monday 30 <sup>th</sup> October 2023 (deadline 18 <sup>th</sup> October)			
Tourism	To consider CBC's current tourism provision, how effective it is and what plans there are for further development.	Discussion paper, visitor economy data	Helen Mole (Head of Place Marketing and Inward Investment), Tracey Birkinshaw (Director of Community & Economic Development), Cllr. Max Wilkinson (Cabinet Member Economic Development, Culture, Tourism and Wellbeing)

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<b>Monday 15<sup>th</sup> January 2024 (deadline 20<sup>th</sup> December)</b>			
<b>Monday 26<sup>th</sup> February 2024 (deadline 14<sup>th</sup> February)</b>			
<b>Monday 25<sup>th</sup> March 2024 (deadline 13<sup>th</sup> March)</b>			
<b>Monday 3<sup>rd</sup> June 2024 (deadline 21<sup>st</sup> May)</b>			
<b>Monday 1<sup>st</sup> July 2024 (deadline 19<sup>th</sup> June)</b>			

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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)
Accessibility	How does the council ensure that accessibility 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)

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Annual Items		
Budget proposals for coming year	January	Chair of the Budget Scrutiny Working Group
End of year performance review	July	Ann Wolstencroft ( Head of Performance, Projects and Risk)
UBICO annual report	September	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
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)