

4 April 2016

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|------------------------|------------------------|
| <b>Committee</b>       | Overview and Scrutiny  |
| <b>Date</b>            | Tuesday, 12 April 2016 |
| <b>Time of Meeting</b> | 4:30 pm                |
| <b>Venue</b>           | Committee Room 1       |

**ALL MEMBERS OF THE COMMITTEE ARE REQUESTED TO ATTEND**



**for Sara J Freckleton  
Borough Solicitor**

## **Agenda**

### **1. ANNOUNCEMENTS**

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the visitors' car park at the front of the building and await further instructions (staff should proceed to their usual assembly point). Please do not re-enter the building unless instructed to do so.

In the event of a fire any person with a disability should be assisted in leaving the building.

### **2. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

To receive apologies for absence and advise of any substitutions.



|            | Item   | Page(s) |
|------------|--|---------|
| <b>3.</b>  | <b>DECLARATIONS OF INTEREST</b>  |         |
|            | Pursuant to the adoption by the Council on 26 June 2012 of the Tewkesbury Borough Council Code of Conduct, effective from 1 July 2012, as set out in Minute No. CL.34, Members are invited to declare any interest they may have in the business set out on the Agenda to which the approved Code applies. |         |
| <b>4.</b>  | <b>MINUTES</b>   | 1 - 13  |
|            | To approve the Minutes of the meeting held on 23 February 2016.  |         |
| <b>5.</b>  | <b>CONSIDERATION OF THE EXECUTIVE COMMITTEE FORWARD PLAN</b>   | 14 - 16 |
|            | To determine whether there are any questions for the relevant Lead Members and what support the Overview and Scrutiny Committee can give to work contained within the Plan.  |         |
| <b>6.</b>  | <b>OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2016/17</b>  | 17 - 28 |
|            | To approve the Overview and Scrutiny Committee Work Programme for the forthcoming year.  |         |
| <b>7.</b>  | <b>GLOUCESTERSHIRE HEALTH AND CARE OVERVIEW AND SCRUTINY COMMITTEE</b>   |         |
|            | To receive an update from the Council's representative on matters considered at the last meeting.  |         |
| <b>8.</b>  | <b>GLOUCESTERSHIRE FAMILIES FIRST UPDATE</b>   |         |
|            | To receive a presentation on the progress made in delivering the Families First Programme.   |         |
| <b>9.</b>  | <b>REVIEW OF UBICO</b>   | 29 - 37 |
|            | To consider the 12 month update following the transfer of the Council's waste services to Ubico in April 2015.   |         |
| <b>10.</b> | <b>REVENUES AND BENEFITS IMPROVEMENT PROJECT</b>   | 38 - 42 |
|            | To consider the 12 month update on improvements made as a result of the systems thinking review in Revenues and Benefits.  |         |
| <b>11.</b> | <b>SCHEME FOR PUBLIC PARTICIPATION AT PLANNING COMMITTEE REVIEW REPORT</b>   | 43 - 73 |
|            | To adopt the report shown at Annex A as the Committee's report to Council proposing the continuation of the Scheme for Public Participation at Planning Committee.   |         |

|            | <b>Item</b>  | <b>Page(s)</b> |
|------------|--|----------------|
| <b>12.</b> | <b>FLOOD RISK MANAGEMENT GROUP MONITORING REPORT AND TERMS OF REFERENCE</b>  | 74 - 95        |
|            | To consider progress against the Flood Risk Management Group Action Plan and to recommend to the Executive Committee that the Terms of Reference and Action Plan be adopted for the next 12 months and that progress be monitored by the Overview and Scrutiny Committee on an annual basis. |                |
| <b>13.</b> | <b>REVIEW OF COMPLAINTS</b>  | 96 - 101       |
|            | To consider the complaints received by Tewkesbury Borough Council and the Local Government Ombudsman and to determine whether any further action is required.  |                |
| <b>14.</b> | <b>ANNUAL OVERVIEW AND SCRUTINY REPORT 2015/16</b>   | 102 - 131      |
|            | To approve the annual report as required by the Council's Constitution to ensure that the activities of the Overview and Scrutiny Committee are promoted both internally and publicly to reinforce transparency and accountability in the democratic process.                                |                |

**DATE OF NEXT MEETING**

**TUESDAY, 14 JUNE 2016**

**COUNCILLORS CONSTITUTING COMMITTEE**

Councillors: P W Awford (Chair), Mrs G F Blackwell (Vice-Chair), G J Bocking, K J Cromwell, Mrs J E Day, R D East, D T Foyle, Mrs R M Hatton, Mrs H C McLain, T A Spencer, Mrs P E Stokes, P D Surman, M G Sztymiak, H A E Turbyfield and M J Williams

**Substitution Arrangements**

The Council has a substitution procedure and any substitutions will be announced at the beginning of the meeting.

**Recording of Meetings**

Please be aware that the proceedings of this meeting may be recorded and this may include recording of persons seated in the public gallery or speaking at the meeting. Please notify the Democratic Services Officer if you have any objections to this practice and the Chairman will take reasonable steps to ensure that any request not to be recorded is complied with.

Any recording must take place in such a way as to ensure that the view of Councillors, Officers, the public and press is not obstructed. The use of flash photography and/or additional lighting will not be allowed unless this has been discussed and agreed in advance of the meeting.