

## OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2016/17

### REGULAR ITEMS:

- **Executive Committee Forward Plan**
- **Overview and Scrutiny Committee Work Programme 2016/17**

#### Addition to 10 January 2017

- Review of the Effectiveness of the Overview and Scrutiny Committee – brought forward from February 2017.

#### Deletion from 10 January 2017

- Scrutiny of Community Safety Partnership – moved to pending items.

### Committee Date: 7 February 2017

Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required
Economic Development and Tourism Strategy Review Report	To endorse the report of the Working Group and recommend it to the Executive Committee for approval.	Andy Sanders, Economic and Community Development Manager	No.
Enviro-Crimes Update	To consider the progress made over the last six months.	David Steels	No.
Peer Review Action Plan	To consider - six month update	Graeme Simpson, Corporate Services Group Manager	No.
Annual review of the effectiveness of the Council's involvement in the Gloucestershire Health, Community and Care Overview and Scrutiny Committee	In order to authorise payment of the Council's contribution to the running costs for the forthcoming year.	Graeme Simpson, Corporate Services Group Manager	No.

NB – Changes from previous work programme highlighted in bold

Committee Date: 21 March 2017			
Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required
Performance Report – Quarter 3 2016/17.	To review and scrutinise the performance management information and, where appropriate, to require response or action from the Executive Committee	Graeme Simpson, Corporate Services Group Manager	No.
Complaints Report	<del>To consider – six monthly update.</del>	<del>Graeme Simpson, Corporate Services Group Manager</del>	No. – Report to be considered on an annual basis in accordance with the decision made by the Overview and Scrutiny Committee on 6 September 2016.
Flood Risk Management Group Report	To receive an annual report on the progress against the Flood Risk Management Action Plan and to recommend to the Executive Committee that the Flood Risk Management Group Terms of Reference be adopted for the next 12 months.	David Steels, Environmental Health Manager	No.
<b>Grounds Maintenance Update</b>	<b>To consider grounds maintenance performance, in particular, the implementation of Key Performance Indicators.</b>	<b>David Steels, Environmental Health Manager</b>	<b>No – agreed by O&amp;S when considering the Grounds Maintenance Update report at its meeting on 18 October 2016. – To be included in the Review of Ubico to be considered at the meeting on 2 May 2016.</b>

NB – Changes from previous work programme highlighted in bold

Committee Date: 2 May 2017			
Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required
Overview and Scrutiny Committee Work Programme 2017/18.	To approve the Overview and Scrutiny Committee Work Programme for the forthcoming year.	Graeme Simpson, Corporate Services Group Manager	No.
Annual Overview and Scrutiny Report 2016/17.	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.	Graeme Simpson, Corporate Services Group Manager	No.
Review of Ubico	To consider – annual update.	Richard Kirk, Interim Environmental and Housing Services Group Manager / David Steels, Environmental Health Manager	No. <b>NB – This will include the grounds maintenance update in accordance with the decision made by the Overview and Scrutiny Committee on 29 November 2016.</b>
Gloucestershire Families First Update	To consider – six monthly update.	Adrian Goode, Community Development Officer	No. <b>Report to be considered on an annual basis in accordance with the decision made by the Overview and Scrutiny Committee on 29 November 2016.</b>
Scrutiny of the Community Safety Partnership	To consider – six monthly update.	Paula Baker, Housing Services Manager	No. <b>Moved to pending items.</b>

**NB – Changes from previous work programme highlighted in bold**

Committee Date: 2 May 2017			
Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required
Customer Care Strategy	To consider- annual update.	Clare Evans, Communications and Policy Manager	No.
Disabled Facilities Grants Review Monitoring Report	To consider - six monthly update.	David Steels, Environmental Health Manager	No.

### PENDING ITEMS

Agenda Item	Overview of Agenda Item
Review of Borough News	<b>Terms of Reference to establish a Working Group to undertake the review to be brought to the Committee when the Communications and Policy Manager returns from maternity leave – agreed by the Overview and Scrutiny Committee at its meeting on 29 November 2016.</b>
Scrutiny of Community Safety Partnership	<b>Deferred pending the arrival of the new Head of Service.</b>
Risk Management Strategy Review	Agreed by the Overview and Scrutiny Committee at its meeting on 14 June 2016.
Absence Management Policy Review	Agreed by the Overview and Scrutiny Committee at its meeting on 14 June 2016.
Financial Inclusion	Requested by the Overview and Scrutiny Committee on 12 April 2016 – report to be considered by the Committee prior to the Executive Committee.

NB – Changes from previous work programme highlighted in bold