

OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2016/17

REGULAR ITEMS:

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

Addition to 7 February 2017

- Community Safety Partnership Update
- Gloucestershire Police and Crime Panel Update – Last meeting due to be held on 3 Feb.
- Gloucestershire Health and Care Overview and Scrutiny Committee Update – Last meeting held on 10 Jan.

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, Head of Corporate Services | No. |
| Complaints Report | To consider – six monthly update. | Graeme Simpson, Corporate Services Group Manager | 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. |
| Economic Development and Tourism Strategy Review Report | To endorse the report of the Working Group and recommend the strategy to the Executive Committee for approval. | Andy Sanders, Economic and Community Development Manager | Yes – Moved from 7 February 2017 as the Working Group had not yet had its final meeting to consider the draft strategy. |

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 |
| 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. | Yvonne Hope, Environmental Health Manager | No. |
| Grounds Maintenance Update | To consider grounds maintenance performance, in particular, the implementation of Key Performance Indicators. | David Steels, Environmental Health Manager | No – agreed by O&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. |
| Gloucestershire Police and Crime Panel Update | To receive an update from the Council’s representative on matters considered at the last meeting. | N/A | No. |
| Gloucestershire Health and Care Overview and Scrutiny Committee Update | To receive an update from the Council’s representative on matters considered at the last meeting. | N/A | No. |

NB – Changes from previous work programme highlighted in bold

| Committee Date: 2 May 2017 | | | |
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| 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, Head of Corporate Services | 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, Head of Corporate Services | No. |
| Review of Ubico | To consider – annual update. | Peter Tonge, Head of Community Services | No. NB – This will include the grounds maintenance update in accordance with the decision made by the Overview and Scrutiny Committee on 29 November 2016. |
| Gloucestershire Families First Update | To consider – six monthly update. | Adrian Goode, Community Development Officer | No. Report to be considered on an annual basis in accordance with the decision made by the Overview and Scrutiny Committee on 29 November 2016. |

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. | Yvonne Hope, Environmental Health Manager | No. |

PENDING ITEMS

| Agenda Item | Overview of Agenda Item |
|----------------------------------|--|
| Review of Borough News | 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. |
| 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