

## OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2019/20

### REGULAR ITEMS:

- Executive Committee Forward Plan
- Overview and Scrutiny Committee Work Programme 2019/20

### Additions to 3 December 2019

- Communications Strategy – Moved from pending items.

### Deletions from 3 December 2019

- Gloucestershire Health Overview and Scrutiny Committee Update – Council representative unable to attend the last meeting.
- Gloucestershire Economic Growth Scrutiny Committee Update – Council representative unable to attend O&S meeting – update to be circulated separately.

Committee Date: 14 January 2020			
Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required
Presentation on Growth Hub and GFirst LEP	To receive a joint presentation on the work of the Growth Hub and the GFirst LEP (Growth Hub Manager and representative from GFirst LEP to attend).	Deputy Chief Executive	No – agreed by the Overview and Scrutiny Committee at its meeting on 10 September 2019.
Parking Strategy Review	To endorse the findings of the Parking Strategy Review and approve the draft strategy for public consultation.	Head of Finance and Asset Management	Yes – deferred from 22 October 2019 to reflect new timetable as discussed as the Overview and Scrutiny Committee meeting on 10 September 2019. <b>Moved to 10 March 2020</b>

NB – Changes from previous work programme highlighted in bold

Trade Waste Report	To review progress against the action plan and make a recommendation on the long-term sustainability of a trade waste service going forward.	Head of Community Services	No.
Enviro-Crimes Interim Report	To consider the six month interim report Enviro-Crimes and progress made against the action plan.	Head of Community Services	No.
Safeguarding Policy	To consider the revised Safeguarding Policy.	Head of Community Services.	Yes - Identified for review in the Corporate Policies and Strategies Report and agreed by the Overview and Scrutiny Committee at its meeting on 4 September 2018 – put on hold pending new national guidance and Gloucestershire County Council review.

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

<b>Committee Date: 11 February 2020</b>			
<b>Agenda Item</b>	<b>Overview of Agenda Item</b>	<b>Lead Officer</b>	<b>Has agenda item previously been deferred? Details and date of deferment required</b>
Grounds Maintenance Working Group Report	To consider the progress made by the Working Group and to review the Terms of Reference and make a recommendation to the Executive Committee as to whether there is a continuing role for the Group.	Head of Community Services.	No.
Tewkesbury Borough News Review	To consider the progress made against the recommendations arising from the Tewkesbury Borough News Review.	Corporate Services Manager	No.
Annual review of the effectiveness of the Council's involvement in the Gloucestershire Health Overview and Scrutiny Committee	To conduct the annual review of the effectiveness of the Council's involvement in the Gloucestershire Health Overview and Scrutiny Committee in order to authorise payment of the Council's contribution to the running costs for the forthcoming year.	Head of Corporate Services.	No.
Gloucestershire Health Overview and Scrutiny Committee Update	To receive an update from the Council's representative on matters considered at the last meeting (14 January 2020).	N/A	No.
Gloucestershire Police and Crime Panel Update.	To receive an update from the Council's representative on matters considered at the last meeting (3 February 2020).	N/A	No.

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

Committee Date: 10 March 2020			
Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required
Parking Strategy Review	To endorse the findings of the Parking Strategy Review and approve the draft strategy for public consultation.	Head of Finance and Asset Management	Yes – deferred from 14 January 2019 due to scheduling of consultation events, delay in parking survey analysis and need to move the December Working Group meeting due to the Parliamentary election.
<del>Parking Strategy Review</del>	<del>To review consultation responses and make a recommendation to the Executive Committee.</del>	<del>Head of Finance and Asset Management.</del>	<del>Yes – deferred from 3 December 2019 to reflect new timetable as discussed as the Overview and Scrutiny Committee meeting on 10 September 2019. Moved to June 2020.</del>
Performance Report – Quarter 3 2019/20.	To review and scrutinise the performance management information and, where appropriate, to require response or action from the Executive Committee.	Head of Corporate Services	No.
Workforce Development Strategy Review	To consider progress made against delivery of the Workforce Development Strategy.	Head of Corporate Services	No – agreed at Overview and Scrutiny Committee meeting on 9 April 2019.
Gloucestershire Health Overview and Scrutiny Committee Update	To receive an update from the Council's representative on matters considered at the last meeting (3 March 2020).	N/A	No.

NB – Changes from previous work programme highlighted in bold

Committee Date: 10 March 2020			
Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required
Gloucestershire Economic Growth Scrutiny Committee Update	To receive an update from the Council's representative on matters considered at the last meeting (26 February 2020).	N/A	No.

NB – Changes from previous work programme highlighted in bold

Committee Date: 14 April 2020			
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 2020/21	To approve the Overview and Scrutiny Committee Work Programme for the forthcoming year.	Head of Corporate Services	No.
Overview and Scrutiny Committee Annual Report 2019/20	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.	Head of Corporate Services	No.
Community Safety Partnership Update	To consider the report on local arrangements for community safety.	Head of Community Services	No.
Housing Strategy Monitoring Report	To consider the progress made in respect of the outcomes identified in the Housing Strategy Action Plan.	Head of Community Services	No.
Customer Care Strategy	To consider the progress made in relation to the actions contained within the Customer Care Strategy Action Plan 2019/20 and to endorse the action plan for 2020/19.	Corporate Services Manager	No.

NB – Changes from previous work programme highlighted in bold

Committee Date: 14 April 2020			
Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required
Development Services Improvement Plan	To receive an update on the outcomes of the customer satisfaction survey on experience of planning application process and the pre-application planning advice service and, if relevant, an explanation on any outstanding actions.	Head of Development Services.	No – agreed at the Overview and Scrutiny Committee meeting on 22 October 2019.
Gloucestershire Economic Growth Scrutiny Committee Update	To receive an update from the Council's representative on matters considered at the last meeting (18 March 2020).	N/A	No.
Gloucestershire Police and Crime Panel Update	To receive an update from the Council's representative on matters considered at the last meeting (27 March 2020).	N/A	No.

NB – Changes from previous work programme highlighted in bold

## PENDING ITEMS

Agenda Item	Overview of Agenda Item
Review of Corporate Enforcement Policy	Review by O&S Workshop – agreed by the Overview and Scrutiny Committee at its meeting on 13 June 2017 – March 2019.
Review of Complaints Policy	Identified for review in the Corporate Policies and Strategies Report and agreed by the Overview and Scrutiny Committee at its meeting on 4 September 2018 – Overview and Scrutiny Committee advised at its meeting on 10 September 2019 that this will be via Workshop or Working Group.
<b>Communications Strategy</b>	<del>To consider the new Communications Strategy prior to being taken to the Executive Committee for approval.</del> – Included on Agenda for 3 December 2019.
<b>Presentation on Growth Hub and GFirst LEP</b>	<del>To receive a joint presentation on the work of the Growth Hub and the GFirst LEP (Growth Hub Manager and representative from GFirst LEP to attend) – agreed by the Overview and Scrutiny Committee at its meeting on 10 September 2019.</del> – Included on Agenda for 14 January 2020.
Depot Services Working Group Updates	Bi-annual updates to Overview and Scrutiny Committee to be scheduled at appropriate times once the Working Group has agreed its work programme.

NB – Changes from previous work programme highlighted in bold



ITEMS FOR INCLUSION IN 2020/21 WORK PROGRAMME	
Performance Management – Quarter 4 and Full Year 2019/20	June 2020 - To review and scrutinise the performance management information and, where appropriate, to require response or action from the Executive Committee.
<b>Parking Strategy Review</b>	<b>To review consultation responses and make a recommendation to the Executive Committee – Deferred from 10 March 2020 due to scheduling of consultation events, delay in parking survey analysis and need to move the December Working Group meeting due to the Parliamentary election.</b>
Planning Committee Overturns	To review and scrutinise Planning Committee overturns 2019/20 (to include comparisons with other local authorities; a summary page to set out the trends that Officers had identified; and a Call-in section to include a reason for the application going to Planning Committee e.g. Member call-in, objection from Parish Council) – as agreed by the Overview and Scrutiny Committee at its meeting on 23 July 2019.
Presentation from Severn Trent Water	Date to be agreed once work has finished (August 2020?) - To receive a presentation from Severn Trent Water on the works carried out to the Severn Ham as a result of the Scrutiny Review of Water Supply Outage – as agreed by the Overview and Scrutiny Committee at its meeting on 10 September 2019.
Battlefield Site Project Report	September 2020 - To receive a progress update on the Council Plan action to explore the potential to increase the heritage offer at the Battlefield site - as agreed by the Overview and Scrutiny Committee at its meeting on 10 September 2019.

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