

Overview and Scrutiny Committee – 22 October 2019 – 7 February 2023

COMMITTEE DATE: 22 October 2019					
AGENDA ITEM	TITLE	ACTION	COMMENTS	CONTACT OFFICER	ACTION COMPLETE Yes / No (IF NO MUST INCLUDE TARGET DATE)
10.	Warm and Well Scheme Update	<ul style="list-style-type: none"> Warm and Well Scheme to be included on the agenda for the next Town and Parish Council seminar. 	A publication will be added into the next Town and Parish Newsletter which is scheduled to take place in October. The next available Town and Parish Council Seminar is a special Planning seminar and so the Warm and Well Scheme will be included in the following meeting in the next seminar. The scheme will however be promoted throughout autumn and the winter and included in the Summer edition of the Borough News.	Head of Community Services	No Target date: September 2022 September 2023

COMMITTEE DATE: 14 July 2020					
AGENDA ITEM	TITLE	ACTION	COMMENT	CONTACT OFFICER	ACTION COMPLETE Yes / No (IF NO MUST INCLUDE TARGET DATE)
8.	Council Plan Performance Tracker and COVID-19 Recovery Tracker – Quarter Four 2020/21	Consideration to be given to arranging a Member seminar on housing design.	Member session was held on 30 January 2023	Head of Development Services	Yes

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COMMITTEE DATE: 11 January 2022					
AGENDA ITEM	TITLE	ACTION	COMMENTS	CONTACT OFFICER	ACTION COMPLETE Yes / No <small>(IF NO MUST INCLUDE TARGET DATE)</small>
7.	Council Plan Performance Tracker and COVID-19 Recovery Tracker – Quarter Two 2021/22	<p>P109 – KPI 38 – Number of reported enviro-crimes –</p> <ul style="list-style-type: none"> Members to be provided with detailed figures in relation to enviro-crimes as the report stated there had been a 30% reduction in fly-tipping but this was contradicted by the budget report (Appendix 2) which stated there had been a significant increase in fly-tipping with Ubico predicting an £11,000 overspend. 	<p>There will always be a difference between the number of fly tips reported and the cost of fly tipping cleared by Ubico as not all fly tips reported are on land that Ubico would clear. It is not possible to single out a specific cost for fly tipping as it is wrapped up in the Ubico budget for street cleansing. The figures quoted separately are for the use of contractors the cost of which have reduced this year as more fly tips have been cleared by Ubico themselves rather than contractors. It should be noted that there cannot be a correlation between the number of fly tips and the cost of the service as a single fly tip can cost thousands of pounds to clear if it is sufficiently large or contains asbestos etc.</p>	Head of Community Services	Yes

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COMMITTEE DATE: 8 March 2022					
AGENDA ITEM	TITLE	ACTION	COMMENTS	CONTACT OFFICER	ACTION COMPLETE Yes / No (IF NO MUST INCLUDE TARGET DATE)
6.	Overview and Scrutiny Committee Work Programme 2021/22 and Action List	P24 – Agenda Item 8 - Council Plan Performance Tracker and COVID-19 Recovery Tracker – Quarter Four 2020/21 – Concern raised that no date had been set for the training session on the government's housing design guide almost a year on.	Member session was held on 30 January 2023.	Head of Development Services	Yes
COMMITTEE DATE: 7 June 2022					
6.	Overview and Scrutiny Committee Work Programme 2022/23 and Action List	Pending Item – Use of Mobile Surveillance Equipment for Fly-Tipping Investigations – Members to be emailed when the cameras have been purchased so they have an opportunity to put forward suggestions for locations in fly-tipping hotspots.	Cameras have been purchased and the placing of the cameras will initially be intelligence led i.e. areas that we know are hot spots for fly tips etc. A report on the pilot following a full 6 months use of the cameras is on the agenda for 28 March.	Environmental Health Manager	Yes

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COMMITTEE DATE: 7 June 2022					
AGENDA ITEM	TITLE	ACTION	COMMENTS	CONTACT OFFICER	ACTION COMPLETE Yes/No <small>(IF NO MUST INCLUDE TARGET DATE)</small>
7.	Update on Local Policing Arrangements	Information to be provided by the Police in relation to Police Community Support Officer recruitment, Community Speedwatch, Neighbourhood Watch etc. for Members to pass on to Parish and Town Councils.	<p>The local police inspector will attend an O&S Committee or will hold an all-member seminar with the new council.</p> <p>Information on the new road safety partnership can be found here: gloucestershire road safety partnership - Search (bing.com)</p>	Member Services Officer	<p>No.</p> <p>Target date: November 2022, February 2023</p> <p>A new date will be set in the new council year.</p>

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COMMITTEE DATE: 12 July 2022					
AGENDA ITEM	TITLE	ACTION	COMMENTS	CONTACT OFFICER	ACTION COMPLETE Yes / No (IF NO MUST INCLUDE TARGET DATE)
6.	Overview and Scrutiny Committee Work Programme 2022/23	Members to be advised of the date for the update on the Golden Valley Garden Town Community (as requested at Council on 12 April 2022).	A briefing note was circulated to Members on 22.12.2022.	Director of Garden Town.	Yes
7.	Fit for the Future 2 Presentation	Potential topic for future scrutiny: Flow through the system – getting people back to their homes, admission avoidance/speed of discharge etc.	To be considered for 2022/23 but will need external partners to present. May be more appropriate for the county Health Overview Scrutiny Committee.	Head of Corporate Services	No Target Date: April 2023
8.	Ubico Report 2021/22	Work with IT to include information about grounds maintenance inspections (set out at Appendix 2 to the report) on the Council's website where it can be accessed by members of the public.	This will be picked up as part of the new website development.	Head of Community Services / Head of Corporate Services	No Target date In line with the website development

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COMMITTEE DATE: 12 July 2022					
AGENDA ITEM	TITLE	ACTION	COMMENTS	CONTACT OFFICER	ACTION COMPLETE Yes / No (IF NO MUST INCLUDE TARGET DATE)
15.	CONFIDENTIAL ITEM – Trade Waste Project Update	Project plan to be circulated by email.	Project plan was considered at Overview and Scrutiny Committee on 7 February 2023.	Head of Community Services	Yes
COMMITTEE DATE: 11 October 2022					
7.	Places Leisure Presentation	Data on solar canopy energy savings to be shared with Overview and Scrutiny Committee Members when it is taken to Executive Committee.	Data to be included in annual report.	Asset Manager	No June 2023
8.	Have Your Say (4Cs) Annual Update	Member Update to be circulated setting out how to log comments on behalf of residents.	Member update was circulated on 26 January 2023.	Corporate Services Manager	Yes Jan 2023

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COMMITTEE DATE: 22 November 2022					
AGENDA ITEM	TITLE	ACTION	COMMENTS	CONTACT OFFICER	ACTION COMPLETE Yes / No (IF NO MUST INCLUDE TARGET DATE)
5.	Executive Committee Forward Plan	<ul style="list-style-type: none"> Pending Items - Parking Strategy – Email to be sent to Members of the Working Group to gauge views on whether it was necessary to re-look at the parking charges. 	Email sent - No appetite to amend charges.	Head of Finance and Asset Management	Yes
		<ul style="list-style-type: none"> 4 January 2023 - Joining Project Solace – Consideration to be given to including Members on the Community Safety Partnership as part of the review of the Terms of Reference of the group – as this relates to a pending item on the O&S Committee Work Programme Head of Corporate Services to speak to Head of Community Services about when this could be brought forward. 	The lead member for communities and their support member are on the community safety partnership.	Head of Corporate Services/ Head of Community Services	Yes

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COMMITTEE DATE: 22 November 2022					
AGENDA ITEM	TITLE	ACTION	COMMENTS	CONTACT OFFICER	ACTION COMPLETE Yes / No (IF NO MUST INCLUDE TARGET DATE)
7.	Gloucestershire Police and Crime Panel Update	Cllr Gray to raise the issue of members of the public not being able to reach 101 to report incidents of anti-social behaviour which results in the offenders getting away before the Police can attend the scene.	An update was sent to O&S committee members via email on 31 January 2023.	Cllr Gray	Yes
		Cllr Gray to feedback the suggestion of having a simple online form for people to report crimes so Police could gain a better understanding of the number and location.			
		Cllr Gray to seek assurance that incidents of whistleblowing were appropriately dealt with within the Force.			
		Update to be provided on the future of the Police horses.			

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COMMITTEE DATE: 22 November 2022					
AGENDA ITEM	TITLE	ACTION	COMMENTS	CONTACT OFFICER	ACTION COMPLETE Yes / No (IF NO MUST INCLUDE TARGET DATE)
		Suggestion that the Police and Crime Commissioner be asked to attend a future meeting.	Added to pending items on O&S Work Programme.	Democratic Services Officer	Yes
8.	Council Plan Performance Tracker – Quarter Two 2022/23	P58 – Objective 3 – Action a) Work with partners, infrastructure providers and developers to progress the delivery of key sites – Several Members raised concern about Section 106 money not being spent – Head of Development Services undertook to discuss specific issues following the meeting.	At the meeting, Members were advised that if they any specific concerns to contact the Head of Development Services- No specific concerns have been raised directly with HODS. Councillor Bocking raised concern regarding Innsworth Community Hall. Officers have contacted Cllr Bocking to advise accordingly.	Head of Development Services	Yes

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COMMITTEE DATE: 22 November 2022					
AGENDA ITEM	TITLE	ACTION	COMMENTS	CONTACT OFFICER	ACTION COMPLETE Yes / No (IF NO MUST INCLUDE TARGET DATE)
		P65-67 – KPIs 18-23 – Determination of planning applications and investigation of enforcement categories A-D – Members to be provided with an indication of how many conditions are still to be discharged.	<p>Raised by Cllr Bocking in relation to a variation application for a strategic development in Innsworth which was submitted in 2020 but could not be determined due to outstanding conditions.</p> <p>Officers have liaised with Cllr Bocking directly on this issue. Condition 18 of Outline permission 15/00749/OUT for the Innsworth strategic site has been complied with in accordance with details that have also been approved through highways safety processes. There are however ongoing and positive discussions between the developer and the highway authority regarding any appropriate upgrading works on the crossing facilities that have been provided in response to local concerns.</p>	Head of Development Services.	Yes

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AGENDA ITEM	TITLE	ACTION	COMMENTS	CONTACT OFFICER	ACTION COMPLETE Yes / No (IF NO MUST INCLUDE TARGET DATE)
		P70 – Objective 1 – Action f) Carry out a full review of the licensing service - i) Congratulations to be passed to Officers for the phenomenal amount of work achieved in bringing the service up to the standard it should be.	Noted and forwarded to the Licensing team.	Environmental Health Manager	Yes
		ii) Restructure of Licensing team to be included in the commentary on this action going forward.	Commentary has been added to the Q3 2022/23 performance tracker.	Environmental Health Manager	Yes
		P75 – KPI 35 – Food establishment hygiene ratings – Members to be provided with the specific figures for the number of establishments visited to check this was on track to meet the Food Standards Agency requirements.	Reported in the performance tracker.	Environmental Health Manager	Yes

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AGENDA ITEM	TITLE	ACTION	COMMENTS	CONTACT OFFICER	ACTION COMPLETE Yes / No (IF NO MUST INCLUDE TARGET DATE)
		P81 – Objective 2 – Action c) Carry out a review of our litter pickers scheme – Check if there are any outstanding elements of the review which can be implemented within the Environmental Health team (without input from the Business Transformation team).	Update was provided as part of the Q3 performance tracker update.	Environmental Health Manager	Yes.
		P83 – Objective 4 – Action a) Establish and publish a local list of non-designated heritage assets in the borough – Conservation Officer to contact Councillor P D McLain in relation to concerns about heritage assets in his area not being included on the local list.	Conservation officer has been in contact with Cllr McLain.	Head of Development Services	Yes
9.	Review of Planning Key Performance Indicators	Performance tracker to be updated to give Members an idea of how much improvement had been made compared to past years' performance.	Commentary to be added to future trackers.	Head of Development Services	Yes

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10.	Housing and Homelessness Strategy Action Plan Monitoring Report	Check whether all empty homes were included within the 510 identified in October 2021 or if this was just ones which met the Council Tax criteria and ensure this was consistently reported going forward.	The data used for this is the data from council tax. This is the most reliable data held and will be used going forward.	Housing Services Manger	Yes
11.	Review of Capability Policy	Typographical errors identified by Cllr Murphy to be amended prior to the report being take to Executive Committee.	Policy updated.	HR & OD Manager	Yes
		Recommended to the Executive Committee for approval.	Included on Executive Committee Agenda for 4 January 2023.	Democratic Services Officer	Yes
12.	Corporate Peer Challenge Action Plan	Agreed to close off and remove from O&S Work Programme.	Removed from O&S Work Programme.	Democratic Services Officer	Yes

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COMMITTEE DATE: 17 January 2023					
AGENDA ITEM	TITLE	ACTION	COMMENTS	CONTACT OFFICER	ACTION COMPLETE Yes / No (IF NO MUST INCLUDE TARGET DATE)
7.	Overview and Scrutiny Committee Work Programme 2022/23 and Action List	Pending Items – Parking Strategy – Head of Corporate Services to speak to Head of Finance and Asset Management about when this would come forward and update Members accordingly.	Update via email provided to members	Head of Finance and Asset Management / Head of Corporate Services	Yes
		Pending Items – Police and Crime Commissioner – Head of Community Services to speak to the Police and Crime Commissioner to establish a date.	A date will be set in the new council year.	Head of Community Services	No
		P42 – Trade Waste Update – Project plan to be emailed to Members.	Emailed on 19 January 2023.	Head of Community Services	Yes
		General comment - avoid actions splitting over two pages as this is confusing to read.	Raised by Cllr Cromwell – Corporate Services Officer to address in future reports.	Corporate Services Officer	Yes

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COMMITTEE DATE: 17 January 2023					
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8.	Active Gloucestershire 'We Can Move' Project Presentation	Additional information about 'We Can Move' to be shared with Members following the meeting. (To include contact details for Chief Executive for Active Gloucestershire).	Emailed circulated to O&S Members on 19 Jan 2023 and included on Member Update 20 Jan 2023.	Community and Economic Development Manager	Yes
		Information on the project to be shared more regularly with Members.	Active Glos. Indicated they would like to speak to Members more regularly – not necessarily O&S but possibly the wider membership at a less formal event where they could meet other partners.	Community and Economic Development Manager	No June 2023
9.	Depot Services Working Group Update	Head of Community Services to check whether financial details about maintenance of land on behalf of Gloucestershire County Council was in the public domain.	If it is not in the public domain, report in April to be considered under separate business.	Head of Community Services	No July 2023

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AGENDA ITEM	TITLE	ACTION	COMMENTS	CONTACT OFFICER	ACTION COMPLETE Yes / No (IF NO MUST INCLUDE TARGET DATE)
		Head of Community Services to speak to Community and Economic Development Manager regarding evaluation of the Grange Field project and to inform Members where this would be reported.	Member seminar to be organised following the elections.	Head of Community Services	No June 2023
12.	CONFIDENTIAL ITEM – Trade Waste Project Update	Further report providing the project plan and setting out the profitability of the service be brought to the next meeting of the Overview and Scrutiny Committee on 7 February 2023.	Added to Agenda for 7 February 2023.	Democratic Services Officer	Yes

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AGENDA ITEM	TITLE	ACTION	COMMENTS	CONTACT OFFICER	ACTION COMPLETE Yes / No (IF NO MUST INCLUDE TARGET DATE)
5.	Executive Committee Forward Plan	Council Plan Performance Tracker Quarter Three 2022/23 – Briefing note to be circulated to the Executive Committee following consideration of the information by the Overview and Scrutiny Committee at its meeting on 7 March 2023.	Action is noted by the corporate team and will be circulated following the meeting.	Head of Corporate Services	Yes
		Economic Development and Tourism Strategy to be deferred from 1 March 2023 to 6 September 2023.	Noted and updated.	Democratic Services Officer	Yes
6.	Overview and Scrutiny Committee Work Programme 2022/23	Members to be provided with an update on the Parking Strategy Review.	Email update sent.	Head of Finance and Asset Management	Yes
		Chief Inspector to be invited to a future meeting of the Overview and Scrutiny Committee.	Added to the 2023/24 Work Programme.	Head of Community Services	Yes

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7.	Gloucestershire Rural Community Council Presentation	Members to receive the GRCC newsletter.	Circulated through Member Update	Community and Economic Development Manager	Yes
		Information on matters raised by Members to be provided by the Community Development team and circulated to the Committee (including contact details).	Circulated through Member Update	Community and Economic Development Manager	Yes
8.	Gloucestershire Police and Crime Panel Update	Members to be informed how the Office of the Police and Crime Commissioner public survey was carried out (method e.g. online, and who it was sent to e.g. selective rather than entire population)	Cllr Gray to provide an update in his report on 28 March 2023.	Democratic Services Officer	No
		Members to be advised what was being done to address the issue of injured Police Officers who were retained in desk jobs for prolonged periods at a higher rate of pay.	Cllr Gray to provide an update in his report on 28 March 2023.	Democratic Services Officer	No

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AGENDA ITEM	TITLE	ACTION	COMMENTS	CONTACT OFFICER	ACTION COMPLETE Yes / No (IF NO MUST INCLUDE TARGET DATE)
		Members to be advised what is being done to improve the vetting process to ensure that Police Officers who behaved inappropriately could not progress within and between Forces.	Cllr Gray to provide an update in his report on 28 March 2023.	Democratic Services Officer	No
		What is being done to restore women's confidence in the Police to be put forward as a topic for discussion at a future meeting of the Police and Crime Panel	Police and Crime Commissioner has offered to address this when he attends O&S during the 2023/24 year.	Democratic Services Officer	Yes.
9.	Gloucestershire Economic Growth Scrutiny Committee Update	Members to be advised how many people live in the county but work elsewhere.	Councillor K J Cromwell to find out if that information is available and respond to Democratic Services	Democratic Services Officer	No
10.	Community Services Improvement Plan Update	Community Safety Partnership annual report to be added to Work Programme (once the Community Safety Plan is in place in April 2023).	Added to pending items on 2023/24 Work Programme.	Democratic Services Officer	Yes

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AGENDA ITEM	TITLE	ACTION	COMMENTS	CONTACT OFFICER	ACTION COMPLETE Yes / No (IF NO MUST INCLUDE TARGET DATE)
		EN7 – Ensure that a baseline of performance is established and promote continuous improvement against a suite of KPIs - Members to be advised if there were any changes and whether there is now continuous improvement.	This will be picked up by the service – there is also a corporate aim to drive a more robust performance culture across all services.	Head of Community Services	Yes