



COTSWOLD
DISTRICT COUNCIL

OVERVIEW AND SCRUTINY COMMITTEE WORK PLAN

Overview and Scrutiny Committee

The Council currently operates the Strong Leader and Cabinet form of governance. The Council has appointed one Overview and Scrutiny Committee which has the power to investigate Cabinet decisions and any other matters relevant to the district and its people, making recommendations to the Council, Cabinet or any other Committee or Sub-Committee of the Council. Scrutiny has an important role in holding the Cabinet to account and in contributing to policy development. The Council has agreed an Executive Scrutiny Protocol to guide how Cabinet and the Overview and Scrutiny Committee will interact with each other.

The Overview and Scrutiny Committee operates a work plan which is agreed annually but provides for flexibility to enable the Committee to respond to emerging issues or priorities. The work plan will include a mix of Cabinet reports that have been selected for pre-decision scrutiny, and reports on other Council services, topics or issues which have been specifically commissioned by the Overview and Scrutiny Committee.

In setting and reviewing its work plan, Scrutiny will be mindful of the constraints of the organisation and will take advice from officers on prioritisation, which may be informed by the following considerations (TOPIC criteria):

Timeliness: Is it timely to consider this issue?

Organisational priority: Is it a Council priority?

Public Interest: Is it of significant public interest?

Influence: Can Scrutiny have meaningful influence?

Cost: Does it involve a high level of expenditure, income or savings?

Call in

The Overview and Scrutiny Committee will consider any “call-in” of a decision that has been made but not yet implemented. This enables the Committee to consider whether the decision made is appropriate given all relevant information (but not because it would have made a different decision). It may recommend that the Cabinet, a Portfolio Holder or the Council should reconsider the decision. (It should be noted that Cabinet does not have to change its decision following the recommendation of the Overview and Scrutiny Committee).

Item	Key Decision (Yes / No)	Open or exempt?	Date of Meeting	Cabinet Member	Lead Officer
<p>Development Management Improvement Programme</p> <p>Description: Update on the Planning Advisory Service review and receive assurance that the recommendations are being carried out. To include the whole of the process from initial application through delegation/committee given objections/issues to decision. Role of neighbouring Ward Councillors. Outcome: To ensure public confidence in the service, also ensuring that the correct procedure is being carried out, learning lessons from the review</p>	No	Open	13 Jun 2023	Cabinet Member for Development Management and Licensing - Cllr Juliet Layton	Assistant Director- Resident Services
<p>Crime and Disorder Exercise function of Crime & Disorder Committee through review of CCSP strategy and delivery. Safer communities and</p>	No	Open	11 Jul 2023	Cabinet Member for Communities and Public Safety - Cllr Lisa Spivey	Community Wellbeing Manager

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reduction in perceptions of insecurity Officer Presentation					
A review of the Cotswold District Local Plan housing requirement To consider and accept the findings of a review that concludes the Council's Local Plan housing requirement does not require updating as part of the Local Plan Partial Update.	No	Open	11 Jul 2023	Cabinet Member for Planning and Regulatory Services - Cllr Juliet Layton	Forward Planning Manager
Procurement and Contract Management Strategy - Draft for Consultation	Yes	Open	11 Jul 2023	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evely	Assistant Director - Business Services
Q4 Performance Report	No	Open	11 Jul 2023	Leader of the Council - Cllr Joe Harris	Performance and Policy Analyst
Rural England	Yes	Open	11 Jul 2023	Cabinet Member for Economy	Economic Development Lead

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Prosperity Fund To ensure parishes and groups districtwide have equal ability to access funding and that process of funding award is fair & transparent.				and Council Transformation - Cllr Tony Dale	
Q1 Financial Performance Report	No	Open	26 Sep 2023	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evely	Deputy Chief Executive (Section 151 Officer)
Q1 Performance Report	No	Open	26 Sep 2023	Leader of the Council - Cllr Joe Harris	Performance and Policy Analyst
Car Parking Review of car parking strategy and whether through its aims and implementation supports: Local business; Income EVCP availability. Including looking at specific car park operation where needed eg. Whiteways.	No	Open	26 Sep 2023	Cabinet Member for Economy and Council Transformation - Cllr Tony Dale	Environmental, Welfare & Revenue Service, Maria Wheatley
Update on the Work of	No	Open	26 Sep 2023		Business Manager - Resources,

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<p>the Performance Task and Finish Working Group Purpose: To receive an update on the performance management review</p>					Data and Growth
<p>Review of Leisure and Cultural Services provision Description: CDC has a role to play in contributing to Healthy Communities through its Leisure and Cultural Services. What does it contribute? Can the impact of its support be measured? Process of transition to a new contract? Barn Theatre etc. Outcome: The Healthy Communities programme recognises the importance of citizen wellbeing in mitigating/preventing increased pressure upon NHS and Social services.</p>	No	Open	31 Oct 2023	Cabinet Member for Health, Leisure and Culture - Cllr Paul Hodgkinson	Business Manager- Business Manager - Contracts

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<ul style="list-style-type: none"> • The role of CDC. • Equitable distribution of CDC support to communities. • Continuation of current service. • Development of new services. 					
<p>Local Plan partial review and Neighbourhood Planning update</p> <p>Description: Review of Local Plan partial review process followed and relationships with emerging and completed Neighbourhood Plans. Programme and project management processes. Make recommendation on the establishment of factors communities might take account of when considering establishing a Neighbourhood Plan, based (e.g.) upon a checklist of benefits to the community; and, Local best practice guidance in the conduct</p>	No	Open	28 Nov 2023	Cabinet Member for Planning and Regulatory Services - Cllr Juliet Layton	Forward Planning Manager

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of neighbourhood planning Also include a focus on specific topics related to local plan such as Build out rate and sustainable transport. Outcome: To scrutinise the review process and ensure coordination with other plans.					
Q2 Financial Performance Report	No	Open	30 January 2024	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evey	Deputy Chief Executive (Section 151 Officer)
Q2 Performance Report	No	Open	30 January 2024	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evey	Performance and Policy Analyst
Budget and Medium Term Financial Strategy 2024/25	Yes	Open	27 Feb 2024	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evey	Deputy Chief Executive (Section 151 Officer)
Climate and Ecological Emergency Outcome: Evaluate achievement of Net-Zero goals where the council has direct responsibility	No	Open	27 Feb 2024	Cabinet Member for Climate Change and Sustainability - Cllr Mike McKeown	Head of Climate Action

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and the delivery of measurable contributions in other areas.					
River Quality/Sewage To be scoped	No	Open	27 Feb 2024	Cabinet Member for Communities and Public Safety - Cllr Lisa Spivey	Business Manager - Planning
Q3 Financial Performance Report 2024	No	Open	4 Mar 2024	Deputy Leader - Cabinet Member for Finance - Cllr Mike Every	Deputy Chief Executive (Section 151 Officer)
Q3 Performance Report 2024	No	Open	4 Mar 2024	Leader of the Council - Cllr Joe Harris	Performance and Policy Analyst
Housing Actions and responsibilities of Housing Associations and the “control” that CDC has over them. Assess progress in meeting CDC aims/aspirations to move toward a greater emphasis on Social affordable housing? Link to Steadings? Outcome: Better understanding of	No	Open	2 Apr 2024	Cabinet Member for Communities and Public Safety - Cllr Lisa Spivey	Business Manager - Housing

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CDC relationship with (all) Housing Associations and their role in influencing the housing market.					
Publica Business Plans Outcome: To enable committee members to be aware of developments and in a position to identify areas that may need more detailed study.	No	Open	2 Apr 2024	Leader of the Council - Cllr Joe Harris	Publica Managing Director