



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	Cabinet Member	Lead Officer
26 September 2023		
HR Policies and Health and Safety Policies Refresh	Leader of the Council - Cllr Joe Harris	Chief Executive, Assistant Director for Organisational Effectiveness
Channel Choice and Telephone Access	Cabinet Member for Economy and Council Transformation - Cllr Tony Dale	Assistant Director for Resident Services
QI Performance Report	Leader of the Council - Cllr Joe Harris	Business Information Lead
QI Financial Performance Report	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evely	Deputy Chief Executive
Public Conveniences Task and Finish Group	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evely	Assistant Director for Resident Services
Update on the Work of the Performance Task and Finish Group	Leader of the Council - Cllr Joe Harris	Business Manager for Resources, Data and Growth
31 October 2023		
Crime and Disorder	Cabinet Member for Communities and Public Safety - Cllr Lisa Spivey	Community Wellbeing Manager
2024/25 Budget Strategy and MTFS Update Report	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evely	Deputy Chief Executive
Car Parking	Cabinet Member for the Economy and	Business Manager - Support and Advice

Item	Cabinet Member	Lead Officer
	Council Transformation - Tony Dale	Parking Manager
Review of Leisure and Cultural Services provision	Cabinet Member for Health, Leisure and Culture - Cllr Paul Hodgkinson	Business Manager for Contracts
28 November		
Local Plan partial review and Neighbourhood Planning update	Cabinet Member for Planning and Regulatory Services - Cllr Juliet Layton	Forward Planning Manager
Q2 Financial Performance Report	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evely	Deputy Chief Executive
Q2 Performance Report	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evely	Business Information Lead
2024/25 Budget Consultation Feedback Report	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evely	Deputy Chief Executive
Council Tax Support Fund - Discretionary Fund	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evely	Business Manager for Environmental, Welfare & Revenue Service
30 January 2024		
2024/25 Budget – Fees and Charges Report	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evely	Deputy Chief Executive
2024/25 Revenue Budget, Capital Programme and Medium-Term Financial Strategy Report	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evely	Deputy Chief Executive

Item	Cabinet Member	Lead Officer
27 February 2024		
Climate and Ecological Emergency	Cabinet Member for Climate Change and Sustainability - Cllr Mike McKeown	Head of Climate Action
River Quality/Sewage	Cabinet Member for Communities and Public Safety - Cllr Lisa Spivey	Business Manager for Development Management and Sustainability
Q3 Financial Performance Report 2024	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evely	Deputy Chief Executive
Q3 Performance Report 2024	Leader of the Council - Cllr Joe Harris	Chief Executive
2 April 2024		
Housing	Cabinet Member for Communities and Public Safety - Cllr Lisa Spivey	Business Manager for Housing and Homelessness
Publica Business Plans	Leader of the Council - Cllr Joe Harris	Publica Managing Director
7 May 2024		