



**COTSWOLD**  
DISTRICT COUNCIL

**OVERVIEW AND SCRUTINY COMMITTEE WORK PLAN**  
**2 OCTOBER 2023 – 31 DECEMBER 2023**

**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
<b>31 October 2023</b>		
Community Safety Partnership Exercise function of Crime & Disorder Committee through review of Cotswold Community Safety Partnership strategy and delivery.	Cabinet Member for Communities and Public Safety - Cllr Lisa Spivey	Community Wellbeing Manager Jacqueline.Wright@Cotswold.gov.uk
Parking Strategy  To outline the approach to review and update the parking strategy to ensure best use of Council assets.	Cabinet Member for Economy and Council Transformation - Cllr Tony Dale	Business Manager for Support and Advice susan.hughes@publicagroup.uk
2024/25 Budget Strategy and MTFS Update Report	Deputy Leader - Cabinet Member for Finance - Cllr Mike Every	Deputy Chief Executive and Chief Finance Officer David.Stanley@cotswold.gov.uk
Playing Pitch Strategy To consider the findings and recommendations proposed by consultants commissioned to develop a Playing Pitch Strategy for the District and to approve the Strategy.	Cabinet Member for Health, Leisure and Culture - Cllr Paul Hodgkinson	Strategic Projects Lead Rachel.Biles@publicagroup.uk
Public Conveniences Review Group terms of reference To consider the updated Terms of Reference for the Public Conveniences Review Group following the first meeting of the group held on 6 October 2023.	Leader of the Council - Cllr Joe Harris	Democratic Services Officer Ana.Prelici@cotswold.gov.uk
<b>Spotlight session - date TBC</b>		
Rail Ticket Offices Council on 20 September 2023 passed a Rail Ticket Offices motion and referred the issue to the Committee with the recommendation that representatives from Great Western Railway are invited to attend a Scrutiny meeting.	Leader of the Council - Cllr Joe Harris	Democratic Services Officer Ana.Prelici@cotswold.gov.uk

Item	Cabinet Member	Lead Officer
<b>28 November 2023</b>		
<p>Local Plan partial review and Neighbourhood Planning update Review of the Local Plan partial review process and relationships with emerging and completed Neighbourhood Plans.</p>	<p>Cabinet Member for Planning and Regulatory Services - Cllr Juliet Layton</p>	<p>Forward Planning Manager james.brain@publicagroup.uk</p>
<p>Corporate Plan 2024-2027 To introduce the Council's Corporate Plan 2024-2027</p>	<p>Leader of the Council - Cllr Joe Harris</p>	<p>Chief Executive robert.weaver@cotswold.gov.uk</p>
<p>Q2 Financial Performance Report</p>	<p>Deputy Leader - Cabinet Member for Finance - Cllr Mike Evely</p>	<p>Deputy Chief Executive and Chief Finance Officer David.Stanley@cotswold.gov.uk</p>
<p>Q2 Performance Report</p>	<p>Deputy Leader - Cabinet Member for Finance - Cllr Mike Evely</p>	<p>Business Information Lead Gemma.Moreing@publicagroup.uk</p>
<p>2024/25 Budget Consultation Feedback Report To consider the feedback from the 2024/25 Budget Consultation.</p>	<p>Deputy Leader - Cabinet Member for Finance - Cllr Mike Evely</p>	<p>Deputy Chief Executive and Chief Finance Officer David.Stanley@cotswold.gov.uk</p>
<b>30 January 2024</b>		
<p>Review of Leisure and Cultural Services provision To consider the role of the Council in contributing to Healthy Communities through its Leisure and Cultural Services. The report will provide updates on the Active Cotswold programme, work with health partners, and the mobilisation of the new leisure and culture contract.</p>	<p>Cabinet Member for Health, Leisure and Culture - Cllr Paul Hodgkinson</p>	<p>Contracts Business Manager Scott.Williams@publicagroup.uk</p>
<p>2024/25 Budget – Fees and Charges Report</p>	<p>Deputy Leader - Cabinet Member for Finance - Cllr Mike Evely</p>	<p>Deputy Chief Executive and Chief Finance Officer David.Stanley@cotswold.gov.uk</p>

Item	Cabinet Member	Lead Officer
2024/25 Revenue Budget, Capital Programme and Medium-Term Financial Strategy Report	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evey	Deputy Chief Executive and Chief Finance Officer David.Stanley@cotswold.gov.uk
<b>27 February 2024</b>		
Climate and Ecological Emergency To evaluate the achievement of Net-Zero goals where the Council has direct responsibility and the delivery of measurable contributions in other areas.	Cabinet Member for Climate Change and Sustainability - Cllr Mike McKeown	Head of Climate Action chris.crookall-fallon@cotswold.gov.uk
River Quality/Sewage To be scoped.	Cabinet Member for Communities and Public Safety - Cllr Lisa Spivey	Business Manager - Development Management phil.shaw@publicagroup.uk
Q3 Financial Performance Report 2024	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evey	Deputy Chief Executive and Chief Finance Officer David.Stanley@cotswold.gov.uk
Q3 Performance Report 2024	Leader of the Council - Cllr Joe Harris	Joint Performance and Policy Analyst
<b>2 April 2024</b>		
Housing To consider the actions and responsibilities of Housing Associations and to assess progress in meeting the Council's aim of moving towards a greater emphasis on Social affordable housing.	Cabinet Member for Communities and Public Safety - Cllr Lisa Spivey	Business Manager for Housing and Resident Services caroline.clissold@publicagroup.uk
Publica Business Plan To update the Committee on the Publica Business Plan and to identify any areas that may need more detailed study.	Leader of the Council - Cllr Joe Harris	Managing Director - Publica jan.britton@publicagroup.uk