



**COTSWOLD**  
DISTRICT COUNCIL

**OVERVIEW AND SCRUTINY COMMITTEE WORK PLAN**  
**1 JULY 2024 – 31 OCTOBER 2024**

**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>Monday 22 July 2024</b>		
Service Performance Report 2023-24 Quarter Four Note the 2023/24 Q4 service performance report	Leader of the Council - Cllr Joe Harris	Alison Borrett, Senior Performance Analyst Alison.Borrett@publicagroup.uk
2023-24 Final Revenue and Capital Outturn Report	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evemy	Michelle Burge, Chief Accountant michelle.burge@publicagroup.uk
Channel Choice and Telephone Access Update	Cabinet Member for Economy and Council Transformation - Cllr Tony Dale	Jon Dearing, Interim Executive Director jon.dearing@cotswold.gov.uk
Publica Transition - Detailed report To consider the recommendations for service transitions	Leader of the Council - Cllr Joe Harris	Robert Weaver, Chief Executive robert.weaver@cotswold.gov.uk
Overview and Scrutiny Annual Report The purpose of the report is for Full Council to consider the work of the Overview and Scrutiny Committee, compliance with the Executive Scrutiny Protocol (Part E10 of the Constitution), and to receive the draft Overview and Scrutiny Work Programme.		Caleb Harris, Senior Democratic Services Officer caleb.harris@cotswold.gov.uk, Andrew Brown, Democratic Services Business Manager andrew.brown@publicagroup.uk
<b>Monday 2 September 2024</b>		
Sewage Summit report To consider a report arising from the Sewage Summit hosted by Cotswold District Council.	Cabinet Member for Communities and Public Safety - Cllr Lisa Spivey	Phil Martin, Assistant Director for Business Services Phil.Martin@publicagroup.uk
Building the Budget	Deputy Leader - Cabinet Member for	David Stanley, Deputy Chief Executive and

	Finance - Cllr Mike Evey	Chief Finance Officer David.Stanley@cotswold.gov.uk
Neighbourhood Planning Update	Cabinet Member for Planning and Regulatory Services - Cllr Juliet Layton	Joseph Walker, Community Partnership Officer joseph.walker@cotswold.gov.uk
Local Plan Review Progress Update	Cabinet Member for Planning and Regulatory Services - Cllr Juliet Layton	Matthew Britton, Interim Forward Planning Lead matthew.britton@cotswold.gov.uk
Service Performance Report 2024-25 Quarter One Note the 2023/24 Q1 service performance report	Leader of the Council - Cllr Joe Harris	Alison Borrett, Senior Performance Analyst Alison.Borrett@publicagroup.uk
Financial Performance Report 2024-25 Quarter One	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evey	Michelle Burge, Chief Accountant michelle.burge@publicagroup.uk
<b>Monday 4 November 2024</b>		
Climate 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	Charlie Jackson, Assistant Director - Planning and Sustainability charlie.jackson@publicagroup.uk
Draft Budget 2025/26 and Medium Term Financial Strategy	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evey	David Stanley, Deputy Chief Executive and Chief Finance Officer David.Stanley@cotswold.gov.uk
Community Safety Partnership Update	Cabinet Member for Communities and Public Safety - Cllr Lisa Spivey	Jacqueline Wright, Business Manager - Leisure and Wellbeing Jacqueline.Wright@Cotswold.gov.uk
Waste Services Update Focus on greening the fleet, efficiency of collections & data behind service changes	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evey	Simon Anthony, Business Manager for Environmental Services Simon.Anthony@publicagroup.uk

Feedback on Waste Round Rezoning	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evey	Simon Anthony, Business Manager for Environmental Services Simon.Anthony@publicagroup.uk
<b>Monday 6 January 2025</b>		
Public Conveniences Update on Changes		Maria Wheatley, Shared Parking Manager maria.wheatley@cotswold.gov.uk
Update on Strategic Plan for North Cotswolds	Juliet Layton, Cabinet Member for Planning and Regulatory Services	Matthew Britton, Interim Forward Planning Lead matthew.britton@cotswold.gov.uk
Service Performance Report 2024-25 Quarter Two	Leader of the Council - Cllr Joe Harris	Alison Borrett, Senior Performance Analyst Alison.Borrett@publicagroup.uk
Financial Performance Report 2024-25 Quarter Two	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evey	Michelle Burge, Chief Accountant michelle.burge@publicagroup.uk
<b>Empty Homes Strategy (potential Cabinet item TBC)</b>		
<b>Update to HR Policies (potential Cabinet report tbc)</b>		
<b>Monday 3 February 2025</b>		
Budget 2025/26 and Medium Term Financial Strategy	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evey	David Stanley, Deputy Chief Executive and Chief Finance Officer David.Stanley@cotswold.gov.uk
<b>Monday 3 March 2025</b>		

<b>Monday 31 March 2025</b>		
Service Performance Report 2024-25 Quarter Three	Leader of the Council - Cllr Joe Harris	Alison Borrett, Senior Performance Analyst Alison.Borrett@publicagroup.uk
Financial Performance Report 2024-25 Quarter Three	Deputy Leader - Cabinet Member for Finance - Cllr Mike Every	Michelle Burge, Chief Accountant michelle.burge@publicagroup.uk
<b>Tuesday 6 May 2025</b>		