



**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?	Cabinet Member	Lead Officer
<b>11 July 2023</b>				
A review of the Cotswold District Local Plan housing requirement	No	Open	Cabinet Member for Planning and Regulatory Services - Cllr Juliet Layton	Forward Planning Manager, Principal Planning Policy Officer
Procurement and Contract Management Strategy - Draft for Consultation	Yes	Open	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evely	Senior Procurement Business Partner
Q4 Performance Report	No	Open	Leader of the Council - Cllr Joe Harris	Business Information Lead
Rural England Prosperity Fund	Yes	Open	Cabinet Member for Economy and Council Transformation - Cllr Tony Dale	Economic Development Lead
<b>26 September 2023</b>				
Q1 Financial Performance Report	No	Open	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evely	Deputy Chief Executive Officer
Q1 Performance Report	No	Open	Leader of the Council - Cllr Joe Harris	Business Information Lead
Crime and Disorder	No	Open	Cabinet Member for Communities and Public Safety - Cllr Lisa Spivey	Community Wellbeing Manager

Item	Key Decision (Yes / No)	Open or exempt?	Cabinet Member	Lead Officer
Car Parking	No	Open		Shared Parking Manager, Mandy Fathers
Update on the Work of the Performance Task and Finish Working Group	No	Open		Business Manager - Resources, Data and Growth
<b>31 October 2023</b>				
Review of Leisure and Cultural Services provision	No	Open	Cabinet Member for Health, Leisure and Culture - Cllr Paul Hodgkinson	Business Manager - Contracts
<b>28 November 2023</b>				
Local Plan partial review and Neighbourhood Planning update	No	Open	Cabinet Member for Planning and Regulatory Services - Cllr Juliet Layton	Forward Planning Manager
Q2 Financial Performance Report	No	Open	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evely	Deputy Chief Executive Officer
Q2 Performance Report	No	Open	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evely	Business Information Lead
<b>30 January 2024</b>				
2024/25 Revenue Budget,	Yes	Open	Deputy Leader - Cabinet Member	Deputy Chief Executive Officer

Item	Key Decision (Yes / No)	Open or exempt?	Cabinet Member	Lead Officer
Capital Programme and Medium-Term Financial Strategy Report			for Finance - Cllr Mike Evey	
<b>27 February 2024</b>				
Climate and Ecological Emergency	No	Open	Cabinet Member for Climate Change and Sustainability - Cllr Mike McKeown	Head of Climate Action
River Quality/Sewage To be scoped	No	Open	Cabinet Member for Communities and Public Safety - Cllr Lisa Spivey	Business Manager - Development & Sustainability
Q3 Financial Performance Report 2024	No	Open	Deputy Leader - Cabinet Member for Finance - Cllr Mike Evey	Deputy Chief Executive Officer
Q3 Performance Report 2024	No	Open	Leader of the Council - Cllr Joe Harris	Business Information Lead
<b>2 April 2024</b>				
Housing	No	Open	Cabinet Member for Communities and Public Safety - Cllr Lisa Spivey	Business Manager - Housing

Item	Key Decision (Yes / No)	Open or exempt?	Cabinet Member	Lead Officer
Publica Business Plans	No	Open	Leader of the Council - Cllr Joe Harris	Managing Director