

KEY		Relevant Cabinet Member	STG in progress	New topics not yet started	completed reviews	Review completed but awaiting further input outside O&S before recommendations are considered for approval or review progressed	
O&S Task group	Purpose	Agreed nominations/membership Chairs in bold	Facilitating Officer	Sponsoring Officer	Cabinet Member	Target for reporting recs	Update
Performance measures at Cemetery & Crematorium - Now & in the future	To consider performance and efficiency of new cremators and policy in case of shut down of cremators. Increase car parking, consider policy on planting of large bushes / trees and 'duty of care' policy to staff.	Cllrs <b>Ryder</b> , McCloskey, Driver, Reid	Rosalind Reeves	Grahame Lewis	<b>Sustainability Cllr Whyborn</b>	Mar-14	The first meeting was held on 17 December at the Cheltenham Cemetery and Crematorium when members of the task group had the opportunity to ask questions of officers as well as seeing the new equipment in action. A follow up meeting is planned in January and the chair will give a full update at the meeting.
Review of Section 106 monies and enforcement	To review consultation on how and where 106 monies are spent; and review of enforcement procedures	Cllrs Driver, Britter, Fletcher	Annette Wight	tba	Built Environment Cllr McKinlay	tba	Councillor Barbara Driver suggested this topic at the September meeting of O&S and it received support from other members. The first meeting is planned for January and Mark Nelson will be attending to explain the monitoring and enforcement process. The Director of Built Environment has advised that given the schedules for work on the JCS he has no officer support for other aspects of the review so O&S may wish to review the timescales and priority of this review.
ICT review (STG) - ICT Network issue - Recording of council meetings	A potential to review ICT services and resilience. Is the infrastructure sufficiently robust, is a shared ICT the right approach and do we have the right delivery model in place.	Cllrs Andrew Chard, Simon Wheeler and <b>Colin Hay</b> .	Rosalind Reeves	Mark Sheldon	Corporate Services Cllr Walklett	Reporting back to O&S in January	Following the debate by Council of the exempt report on the ICT network issues in October, Council resolved to refer the matter to the ICT Scrutiny task group for further consideration and to make any recommendations to Cabinet on compliance issues. The task group met on 18 December and the chair will give a full update at the meeting. There are no recommendations that the task group wish to make at this stage and there was no requirement for them to meet again.
Recording of Council Meetings (Inc in ICT Review - above)	To consider the issue of recording a council meeting on a permanent basis. It is planned that this will be picked up by the ICT Scrutiny task group, but new members are welcome to this group, who will also be looking at the ICT network issue.	Cllrs <b>Colin Hay</b> , Wheeler, Chard	Rosalind Reeves	Andrew North	Corporate Services Cllr Walklett	tba	This matter was raised as a scrutiny topic following a request to record the council meeting on 18 November 2013. The ICT scrutiny task group had a brief discussion at their meeting in December and generally members felt it was good to provide opportunities for members of the public to access meetings in different ways. It was noted that there would be a cost implication and this had to be considered alongside the accommodation strategy. The task group also suggested that the Council's Constitution needed to be updated with regard to recording meetings. Officers would do further investigation on the technical requirements and cost implications.
Review of Public Art Governance	To review the current structure of the Public Arts Panel and its accountability (a request from Cabinet)	None			Leisure & Culture Cllr Rowena Hay		No members have come forward for this review so O&S need to decide how to progress this.
Rewiring of Public Services	To review the proposals from the LGA for changing the relationship between local and national government.	Cllrs Colin Hay, Harman		Jane Griffiths	Leader Cllr Jordan		This review has not been progressed due to the priority of other task groups. It can be picked up in the New Year but an additional member would be welcome.
Dog fouling	To gain an understanding of the problem of dog fouling in order to help combat the problem. To educate the public and to encourage good dog ownership.	Cllrs Britter, Driver, Fletcher, <b>Penny Hall</b> , McCloskey and Williams	Bev Thomas	Jane Griffiths	Sustainability Cllr Whyborn	Mar-14	The group last met on 10 October. The facilitating officer from Democratic Services is drafting the report but a shortage of resources has resulted in this being put back to the March meeting.
Budget scrutiny working group	The working group's role is to develop the budget process, support the development of Members' scrutiny role and to consider ideas from Members for reducing the budget gap.	Cllrs Coleman, <b>Garnham</b> , Harman, Hibbert, Massey and Sudbury Cllr Prince (sub). Cabinet Member Finance to attend by invitation.	Rosalind Reeves, Democratic Services Manager	Mark Sheldon	Finance Cllr Rawson	Recommendations regarding the budget for 2013/14 will be input to the budget process	The group now have a schedule of meetings and are due to meet again on 7 January when they will be finalising their recommendations regarding the budget proposals for 2014/15. To be reported back to this committee on 9 January.
JCS and Planning Liaison Group (STG)	To provide a vehicle with which to engage with elected members on strategic development management issues in light of the changes to the planning framework.	Cllrs Bickerton, <b>Harman</b> , Wall, Godwin and McCloskey, Simon Wheeler	Judith Baker	Tracey Crews	Leader Cllr Jordan	Cllr No further dates currently set.	The original terms of reference set by O&S in July 2012 still stand and the group have met regularly through 2012/13 to progress them. The group continues to be used as a sounding board for the JCS and members views are being fed into the JCS programme moving forward. There are no specific plans for the STG to bring back recommendations to the O&S committee. O&S could ask the working group at any point to carry out a specific aspect of scrutiny if required. The group met in December and a series of meetings are being set up for 2014 at this critical time for the JCS.  This STG has been used to create the framework within which the Cheltenham Plan will be progressed. At the November meeting the vision and objectives of the Cheltenham Plan were agreed following a scoping consultation during October 2013. The vision and objectives to be published on the website. Due to focussing of resources of the planning policy team on the JCS, the STG activities around the Cheltenham Plan will be limited in the first quarter of 2014, however it is expected that this will pick up in the second quarter.
Deprivation	Councillor Driver suggested a review should be carried out of small pockets in the town which may suffer from deprivation but may not get the consideration that the more obvious deprived areas get.	Councillors Driver, Coleman, McLain and Bernice Thompson as a co-optee and Caroline Walker from CBH. Councillor Walklett as an observer (as a relevant ward member)	Sam Howe	Richard Gibson	Leisure and Culture Cllr Hay	O&S have requested an update in January 2013.	The group continue to meet on a regular basis and the chair will give a full update at this meeting.
Sex trade in Cheltenham (STG)	Council at its meeting on 25 June referred this matter to O&S with a view to bringing back a report to Council in December.	Cllrs Chard, <b>Driver</b> , Regan, Seacombe and Massey	Rosalind Reeves	Andrew North	Housing and Safety Cllr Jeffries	Cabinet in September 2013.	Cabinet received a report on 17 September which outlined the Partnership work which was taking place in response to the recommendations set out in the report of the Scrutiny Task Group on the sex trade in Cheltenham. Both the Positive Lives Partnership and Cheltenham Safeguarding Forum have taken responsibility for moving forward those recommendations which required a partnership approach. Cabinet welcomed the partnership approach and noted that this was a good demonstration of how scrutiny worked in practice in terms of raising issues which could be worked on together.
Event Submissions task group (STG)	Review and make recommendations for the process for organisers of events to submit proposals.	Cllrs Regan, <b>Hall</b> , Britter, Hibbert and Seacombe and Councillor Sudbury.	Democratic Services - Saira Malin/Rosalind Reeves	Grahame Lewis	Housing and Safety Cllr Jeffries	Report back to March meeting	The Cabinet received the final report on 5 February 2013 and received a further report from officers on the implementation of the recommendations in July 2013. It is a real achievement for the scrutiny task group that its recommendations for Events Consultative Groups and a Safety Advisory Group have now been implemented. An update report on the implementation of the recommendations was scheduled for O&S in January 2014 but it was agreed that as a first step the chair would review the July report to Cabinet and come up with a series of questions for officers and the Cabinet Member regarding the implementation of the recommendations.
Allotments (STG)	Review allotment strategy Identify lessons learnt from Weaver's Field.	<b>Cllrs Regan</b> , Smith, McCloskey, Britter, Stewart and Hay	DS- Bev Thomas 10 days	Sonia Phillips or Grahame Lewis	Sustainability Cllr Whyborn	Follow up scheduled for March 2014	Cabinet agreed the recommendations at its meeting on 12 March 2013.
Grass verge cutting (STG)	Review grass cutting policy and operational issues.	Cllrs <b>Hall</b> , Fletcher and Britter,	Jane Griffiths	Jane Griffiths	Sustainability Cllr Whyborn	no further action required	Recommendations approved by Cabinet in December 2012 and a follow-up on the recommendations was reported to this committee in September 2013.
UBICO (STG)	To review the service post implementation of UBICO and benefits realisation.	Cllrs Jacky Fletcher, Suzanne Williams, Tim Harman, <b>Andrew Chard</b> , Charlie Stewart and Pat Thornton	Saira Malin	Jane Griffiths	Sustainability Cllr Whyborn		Reported to O&S on 18 March and the recommendations were approved at Cabinet on 16 April 2013 subject to a number of comments from the Cabinet Member Sustainability. An update will be Reported at this meeting.