

Item	Purpose	Outcome	What is required?	Lead Officer
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Meeting Date: Monday 23 May 2011				
Chairs Briefing: Wed 4 May 2011 5 pm			Deadline for Papers: Wed 11 May	
Review of sickness absence (15 mins)	Scrutiny	An update requested by the committee at their March meeting	Discussion paper	Julie McCarthay, HR operations Manager
DRAFT Committee 2011-12 work plan (20 mins)	Scrutiny	Review and comment on the DRAFT work plan for 2011-12 and seek members views on effectiveness of scrutiny	Discussion paper	Councillor Stennett, Chair of the EBI O&S Committee
Corporate Risk Register (20 mins)	Standard Item	Regular review before going to Cabinet 21 June	Report	Bryan Parsons, Policy and Performance Officer
Commissioning programme – a general update and setting priorities (60 mins)	Scrutiny	For members to understand how priorities for the commissioning programme are set and how success of the commissioning programme will be measured and recognising effective commissioning.	Report	Jane Griffiths, Director Commissioning Ken Dale, Business Development Manager
Briefing note – use of mobile telephony across the council (not on the agenda)	Scrutiny	Update on use of mobile telephony across the council for the committee to determine whether this might be an item for future scrutiny	Briefing note	ICT

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Meeting Date: Monday 18 July 2011				
Chairs Briefing: Tuesday 28 June 5 pm 2011			Deadline for Papers: Wed 6 July 2011	
Quarterly budget report	Standard item	Quarterly review requested by the committee	Report	Paul Jones, Head of Financial Services
Annual Performance Report	Standard item	Six monthly review	Report	Richard Gibson, Policy and Performance Manager
GO Programme –Shared Service Delivery	Scrutiny	To inform, invite challenge and Q&A session	Presentation	Amanda Attfield, Director People OD and Change
GO Programme – Financial and Contract Rules	Scrutiny	To review the report going to Cabinet on 26 July	Report	Mark Sheldon, Director Resources
Imperial Gardens – business case	Scrutiny	To respond to the committee's request for more information on the business case relating to use of the gardens and to review the economic information requested at the March meeting.	Discussion paper and Cabinet Member in attendance to respond to questions	Rob Bell, Director Operations
Meeting Date: Monday 19 September 2011				
Chairs Briefing: Tuesday 23 August 2011 5 pm			Deadline for papers: Wed 7 September 2011	
Corporate Risk Register (20 mins)	Standard Item	Regular review before going to Cabinet 27 September	Report	Bryan Parsons, Policy and Performance Officer
Cheltenham partnership structures and arrangements	Scrutiny	A review of latest partnership structures including CSP and the decision making process	Presentation supported by report	Richard Gibson, Policy and Performance Manager

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Glos Integrated Economic Strategy	Scrutiny	Glos First be invited to explain their restructure, update on LEP and progress in the implementation of the action plan	Presentation supported by report	Wilf Tomaney, Acting Economic Development Manager
Meeting Date: Monday 28 November 2011				
Chairs Briefing: Tuesday 8 November 2011 5 pm			Deadline for papers: Wed 16 November 2011	
Quarterly budget report	Standard item	Quarterly review requested by the committee	Report	Paul Jones, Head of Financial Services
Budget consultation 2012-13	Scrutiny	Review interim budget proposals 2012-13 and comment	Discussion paper	Mark Sheldon, Director Resources
Localism Bill (timing to be confirmed)	Scrutiny	To understand the potential impact of the Bill on Economic Development and local development strategy	Discussion paper	Economic Development Strategic Land Use
Meeting Date: Monday 23 January 2012				
Chair's Briefing: Tuesday 3 January 2012 5 pm			Deadline for papers: Wed 11 January 2012	
Corporate Risk Register (20 mins)	Standard Item	Regular review before going to Cabinet 8 February	Report	Bryan Parsons, Policy and Performance Officer
Performance Report	Standard item	Six monthly review	Report	Richard Gibson, Policy and Performance Manager
Budget proposals 2012-13	Scrutiny	Review final budget proposals 2012-13 prior to Council (10 February)	Discussion paper	Mark Sheldon, Director Resources
Meeting Date: Monday 5 March 2012				
Chairs Briefing: Tuesday 14 February 5 pm 2012			Deadline for papers: Wed 22 February 2012	

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DRAFT Corporate Strategy 2012-13	Scrutiny	Review DRAFT strategy for 2012-13 prior to Cabinet (13 March)		Richard Gibson, Policy and Partnership Manager
Meeting Date: Monday 11 June 2012				
Chairs Briefing: Tuesday 15 May 2012 5 pm			Deadline for papers: Tuesday 29 May 2012	
Corporate Risk Register (20 mins)	Standard Item	Regular review before going to Cabinet	Report	Bryan Parsons, Policy and Performance Officer
Meeting Date: Monday 16 July 2012				
Chair's Briefing: Tuesday 26 June 2012			Deadline for papers: Wed 4 July 2012	
Quarterly budget report	Standard item	Quarterly review requested by the committee	Report	Paul Jones, Head of Financial Services
Annual Performance Report	Standard item	Six monthly review	Report	Richard Gibson, Policy and Performance Manager
Items to be added at a future date				
Budget Working Group		Inform the committee about the working of the budget working group	Update	Mark Sheldon, Director Resources
Gloucestershire Airport Business Plan	Scrutiny	Review the business plan 12 months after the start of the drawdown of the loan	Report	Pat Prately, Executive Director