

Item	Purpose	Outcome	What is required?	Lead Officer
------	---------	---------	-------------------	--------------

Meeting Date: Monday 18 July 2011				
Chairs Briefing: Tuesday 28 June 5 pm 2011			Deadline for Papers: Wed 6 July 2011	
Economic Development plans (20 mins) (requested by the Leader)	Scrutiny	Update to the committee on latest economic development plans (to include an update on the process for New Homes Bonus application process – promoting Cheltenham)	Verbal update/Report	Mike Redman, Director Built Environment
Annual Performance Report (20 mins)	Standard item	Six monthly review	Report	Richard Gibson, Policy and Performance Manager
GO Programme –Shared Service Delivery (20 mins)	Scrutiny	To inform, invite challenge and Q&A session	Report going to Cabinet	Mark Sheldon, Chief Finance Officer
Imperial Gardens – business case (40 mins)	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 Adam Reynolds
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

Item	Purpose	Outcome	What is required?	Lead Officer
Ensuring Best Value from Mobile Communications	Scrutiny	A request from the May meeting	Report	Mark Sheldon, Director Resources
Information Strategy	Scrutiny	Requested at the May meeting following a review of the Corporate Risk Register	Report	Jane Griffiths, Director of Commissioning
New Homes Bonus – promoting Cheltenham	Scrutiny	To scrutinise the process for determination of funding but not to look at individual bids	Report	Sonia Phillips, Director of Wellbeing and Culture
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
Glos Integrated Economic Strategy	Scrutiny	David Owen from GFirst 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
GO Programme – Financial and Contract Rules	Scrutiny	To review the report going to Cabinet in September	Report	Mark Sheldon, Director Resources
Commissioning programme – a general update	Scrutiny	A six monthly update requested by members for an overview of the programme with a focus	Report	Jane Griffiths, Director Commissioning Ken Dale, Business Development Manager

Item	Purpose	Outcome	What is required?	Lead Officer
		on costs and future savings		
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
Absence Management	Scrutiny	Update requested at the May meeting - report of position at the end of 3Q	Report	Julie McCarthay, HR operations 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	
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	

Item	Purpose	Outcome	What is required?	Lead Officer
Corporate Risk Register (20 mins)	Standard Item	Regular review before going to Cabinet	Report	Bryan Parsons, Policy and Performance Officer
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
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