

Item	Purpose	Outcome	What is required?	Lead Officer
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<b>Meeting Date: Monday 28 November 2011</b>				
<b>Chairs Briefing: Tuesday 8 November 2011 5 pm</b>			<b>Deadline for papers: Wed 16 November 2011</b>	
Ensuring Best Value from Mobile Communications	Scrutiny	A request from the May meeting	Report	Mark Sheldon, Director Resources
Quarter 2 performance report	Scrutiny	Update	Report	Richard Gibson, Policy and Partnerships Manager
Commissioning programme – a general update	Scrutiny	A six monthly update requested by members for an overview of the programme with a focus on costs and future savings	Report	Jane Griffiths, Director Commissioning Ken Dale, Business Development Manager
Partnership funding (not on agenda but requested at the last meeting)	Scrutiny	A summary sheet of financial detail on the current and proposed partnership arrangements including a breakdown of the resources needed to support the partnerships and the finances each partnership secure	Briefing note	Richard Gibson, Policy and Partnership Manager
<b>Meeting Date: Monday 23 January 2012</b>				
<b>Chair's Briefing: Tuesday 3 January 2012 5 pm</b>			<b>Deadline for papers: Wed 11 January 2012</b>	
Corporate Risk Register (20 mins)	Standard Item	Regular review before going to Cabinet 8 February	Report	Bryan Parsons, Policy and Performance Officer
Absence Management	Scrutiny	Update requested at the May meeting - report of	Report	Julie McCarthay, HR operations Manager

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		position at the end of 3Q		
Quarterly budget report (as at end of December)	Standard item	Quarterly review requested by the committee	Report	Paul Jones, Head of Financial Services
GO Programme	Scrutiny	Update on implementation	Report	Lead Officer tba (check with Pat Pratley following recruitment in December)
Budget proposals 2012-13	Scrutiny	Review final budget proposals 2012-13 prior to Council (10 February)	Discussion paper	Mark Sheldon, Director Resources
<b>Meeting Date: Monday 5 March 2012</b>				
<b>Chairs Briefing: Tuesday 14 February 5 pm 2012</b>			<b>Deadline for papers: Wed 22 February 2012</b>	
DRAFT Corporate Strategy 2012-13	Scrutiny	Review DRAFT strategy for 2012-13 prior to Cabinet (13 March)		Richard Gibson, Policy and Partnership Manager
<b>Meeting Date: Monday 11 June 2012</b>				
<b>Chairs Briefing: Tuesday 15 May 2012 5 pm</b>			<b>Deadline for papers: Tuesday 29 May 2012</b>	
Corporate Risk Register (20 mins)	Standard Item	Regular review before going to Cabinet	Report	Bryan Parsons, Policy and Performance Officer
Performance Report	Standard item	End of year review	Report	Richard Gibson, Policy and Performance Manager
Gloucestershire Airport Business Plan	Scrutiny	Review the business plan 12 months after the start of the drawdown of the loan	Report	Mark Sheldon, Director Resources
<b>Meeting Date: Monday 16 July 2012</b>				
<b>Chair's Briefing: Tuesday 26 June 2012</b>			<b>Deadline for papers: Wed 4 July 2012</b>	
Quarterly budget report	Standard item	Quarterly review requested by the committee	Report	Paul Jones, Head of Financial Services

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Annual Performance Report	Standard item	Six monthly review	Report	Richard Gibson, Policy and Performance Manager
<b>Items to be added at a future date</b>				
Localism Bill	Scrutiny	To understand the potential impact of the Bill on Economic Development and local development strategy	Discussion paper	Economic Development Strategic Land Use
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	Awaiting discussion by Glos Leadership on district scrutiny	Wilf Tomaney, Acting Economic Development Manager