

O&S Committee 2012/13 work plan

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

REGULAR ITEMS TO ECONOMY AND BUSINESS IMPROVEMENT OVERVIEW & SCRUTINY COMMITTEE				
Interim Budget consultation	Scrutiny	Review interim budget proposals and comment	Report in November	Mark Sheldon, Director of Resources
Final Budget consultation	Scrutiny	Review final budget proposals and comment	Report in February	Mark Sheldon, Director of Resources
DRAFT Corporate Strategy 2012-13	Scrutiny	Review DRAFT strategy prior to Cabinet	Report in March	Richard Gibson, Strategy and Engagement Manager
Corporate Risk Register (suggested this goes to Audit Committee in future)	Standard Item	Quarterly review before going to Cabinet	Report Sep/Dec/Feb/June	Bryan Parsons, Governance Officer
Quarterly budget report (should go to Budget Scrutiny working group in future)	Standard item	Quarterly review before going to Cabinet	Report in Feb/Apr/Jun/ Oct	Paul Jones, Head of Financial Services
Commissioning programme update	Scrutiny	Six monthly overview of the programme focussing on costs and future savings	Report in November and May	Jane Griffiths, Director of Commissioning
Corporate Performance Report	Standard item	Regular review of quarterly performance	Six monthly report in Nov (Q2), March(Q3) and July(annual report)	Richard Gibson, Policy and Performance Manager
RIPA update report	Scrutiny	Reports on usage of the powers	Report	Bryan Parsons, Governance Officer

ITEMS TO BE CONSIDERED FOR THE WORKPLAN OF THE O&S COMMITTEE, SCRUTINY TASK GROUP OR MEMBER BRIEFINGS				
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

O&S Committee 2012/13 work plan

Item	Purpose	Outcome	What is required?	Lead Officer
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
Scrutiny of Cheltenham partnerships	Scrutiny	A review of latest partnership structures and proposed scrutiny arrangements	Presentation supported by report	Richard Gibson, Policy and Performance Manager

MEETING DATE: Monday 28 May 2012				
Feedback on Pittville Park Bridge post implementation review taking place on 21 March 2012	Scrutiny	Agreed at the November meeting following a request from Cllr Cooper	Report	Adam Reynolds, Green Space Development Manager
Mobile Communications	Scrutiny	An update requested at the EBI November meeting to include consideration being given to staff using their own personal phones, figures on turnover of phones, multi-phone contracts and updates on all the issues that had been raised during this meeting.	Report	Bryan Parsons, Governance Officer
Strategic Commissioning	Scrutiny	An update requested at the EBI November 2011 meeting	Report	Jane Griffiths, Director Commissioning

O&S Committee 2012/13 work plan

Item	Purpose	Outcome	What is required?	Lead Officer
Corporate Risk Register (20 mins) (EBI)	Standard Item	Regular review before going to Cabinet	Report	Bryan Parsons, Governance Officer
Performance Report (EBI)	Standard item	End of year review	Report	Richard Gibson, Strategy and Engagement Manager
MEETING DATE: Monday 16 July 2012				
Annual Performance Report (EBI)	Standard 6 monthly item	Six monthly review	Report	Richard Gibson, Policy and Performance Manager
Absence Management (EBI)	Scrutiny	6 monthly Update requested at the January meeting	Report	Julie McCarthay, HR operations Manager
GO Programme (EBI)	Scrutiny	Update on implementation	Report	Amanda Attfield, Director People, Organisational Development and Change
Gloucestershire Airport Business Plan	Scrutiny	Review the business plan 12 months after the start of the drawdown of the loan	Report	Pat Pratley, Executive Director
MEETING DATE: Monday 13 September 2012				
MEETING DATE: Monday 26 November 2012				
Interim Budget consultation 2013-14	Scrutiny	Review interim budget proposals 2013-14 and comment	Discussion paper	Mark Sheldon, Director of Resources
MEETING DATE: Monday 21 January 2013				
Final Budget consultation 2013-14	Scrutiny	Review final budget proposals 2013-14 and comment	Discussion paper	Mark Sheldon, Director of Resources
MEETING DATE: Monday 25 February 2013				

O&S Committee 2012/13 work plan

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

MEETING DATE: Monday 8 April 2013				
MEETING DATE: Monday 3 June 2013				
MEETING DATE: Monday 29 July 2013				

DRAFT