

Item	Purpose	Outcome	What is required?	Proposal under new arrangements (Lead Officer)
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OVERVIEW AND SCRUTINY WORPLAN 2012/13

PROPOSED ACTION FOR REGULAR ITEMS PREVIOUSLY GOING TO O&S UNDER NEW SCRUTINY ARRANGEMENTS (brackets indicates which O&S committee this previously went to)				
Corporate Risk Register (EBI)	Standard Item	Regular review before going to Cabinet	Quarterly Report Sep/Nov/Feb and May	Review the Cabinet report outside the meeting and identify any exceptions for potential scrutiny. (Bryan Parsons, Governance Officer)
Quarterly budget report (EBI)	Standard item	Quarterly review requested by the EBI committee before Cabinet	Report prior to Cabinet in October/ Feb/April/June and October	Refer to Budget scrutiny working group. (Paul Jones, Head of Finance (GO Shared Services))
Commissioning programme – a general update (EBI)	Scrutiny	A six monthly update requested by members for an overview of the programme with a focus on costs and future savings	Report in November and May	Would recommend that this is reported to Council twice a year. On an exception basis, the budget scrutiny working group may want to scrutinise benefit realisation or O&S may want to commission a STG to look at specific aspects of service delivery. Council also agreed on 25/6 that O&S would be responsible for monitoring and review of the commissioning protocol. (Jane Griffiths, Director of Commissioning)
RIPA update report. (EBI)	Scrutiny	Reports on usage of the powers	Ad hoc notification to O&S when used	Continue to receive a report at O&S when the powers are triggered as set out in current policy. (Bryan Parsons, Governance Officer)

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Interim Budget consultation Budget working group then O&S committee	Scrutiny	Review interim budget proposals and comment	Report in November	Initially considered by the budget scrutiny working group and a meeting of O&S would be scheduled to review their conclusions. (Mark Sheldon, Director of Resources)
Corporate Performance Report (EBI)	Standard item	Regular review of quarterly performance	Six monthly report in Nov (Q2), Mar(Q3) and uly(annual report)	Review the Cabinet report outside the meeting and identify any exceptions for potential scrutiny. (Richard Gibson, Strategy and Engagement Manager)
Final Budget consultation Budget working group then O&S committee	Scrutiny	Review final budget proposals 2013-14 and comment	Report in January	Refer to the budget scrutiny working group and O&S committee. (Mark Sheldon, Director of Resources)
DRAFT Corporate Strategy 2012-13 (ALL)	Scrutiny	Review DRAFT strategy prior to Cabinet (Annual Report In February	O&S to consider at its February meeting to identify any potential topics for further review. (Richard Gibson, Strategy and Engagement Manager)
Annual review of the Gloucestershire Airport – Green Policy	Scrutiny	Review of the Green Policy	Report in July	Proposed that the Cheltenham members of the joint airport working group could meet to consider the issues for Cheltenham when necessary and a STG could be set up on an exception basis (Gill Morris, Climate Change and Sustainability Officer)
Approval of community grants (Soc and Com)	Scrutiny	As and when required	Report	Scrutiny Members should continue to be represented on the panel but doesn't need to come to O&S committee. (Richard Gibson, Strategy and Engagement Manager)

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POTENTIAL ITEMS TO BE CONSIDERED FOR THE WORKPLAN IN THE FUTURE				
Warden Hill Elections	Scrutiny	Consider the report of the independent investigator into this matter and consider any recommendations necessary.	Report	Timetabled for the July meeting.
Green Travel Plan	Scrutiny	Consider the impact of a draft Green Travel Plan prior to approval	Discussion paper	Keep track of this issue via the Cabinet Forward Plan and consider setting up a STG if appropriate. (Owen Parry, Head of Integrated Transport and Sustainability)
Gloucestershire Airport Business Plan	Scrutiny	Review the business plan 12 months after the start of the drawdown of the loan	Report	Consider setting up a STG to review the delivery of expected benefits from the investment in airport safety. (Pat Pratley, Executive Director)
Asset Management	Scrutiny	Communication to members	Discussion	A process has been agreed with the Chair of O&S and the Chair of AMWG whereby the agenda for the meeting will be circulated electronically to members with an option to request to see any exempt report. Any member with a ward interest in any matter can attend AMWG and speak. (David Roberts, Property and Asset Mgt)

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GO Programme (EBI)	Scrutiny	Update on implementation	Report	Possible topic for budget scrutiny working group regarding cost.benefits (Amanda Attfield, Director People, Organisational Development and Change)
Scrutiny of Cheltenham partnerships	Scrutiny	A review of latest partnership structures and proposed scrutiny arrangements	Presentation supported by report	Must give the new partnerships time to settle down and O&S would recommend a presentation to all members as part of a Council meeting. Should be aware of any working groups being set up by any of the partnerships to avoid any overlaps. Agreed that an update can be provided in the fortnightly members briefings. . (Richard Gibson, Strategy and Engagement Manager)

PROPOSED SCRUTINY TASK GROUPS (see separate sheet)

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PROPOSED MEMBER BRIEFINGS OUTSIDE OF O&S COMMITTEE MEETINGS

Winter Weather procedures	Scrutiny	Keeping the town/borough moving	Presentation	Officer, Gloucestershire County Council
Glos Integrated Economic Strategy (EBI)	Scrutiny	David Owen from GFirst be invited to explain their vision currently being developed		GFirst have produced a 1 page vision and are due to produce a supporting action plan. (Mike Redman, Director Built Environment)
Gloucestershire Airport	Update	The Airport have asked if they can come and update the committee on the future direction of travel	Presentation	Potential member seminar.
Absence Management (EBI)	Scrutiny	6 monthly Update requested at the January meeting	Report	Julie McCarthay, HR operations Manager
Art Gallery and Museum (Soc and Com)	Update	Quarterly review of development scheme and service provision during closure	Discussion paper	Jane Lillystone, Museum, Arts & Tourism Manager
Leisure@ (Soc and Com)	Scrutiny	Annual performance review	Discussion paper	Stephen Petherick, Commercial Manager – Leisure@
Everyman Theatre (Soc & Com)	Scrutiny	Annual Report	Presentation	Geoffrey Rowe, Chief Executive
Cheltenham Festivals (Soc & Com)	Scrutiny	Annual Review	Presentation	Donna Renney, Chief Executive, Cheltenham Festivals
Proscenium Building/Gardens Gallery	Scrutiny	Tri-annual review (next due 2015)	Presentation	Bob Freeman, Chairman-Gardens Gallery

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Town Hall and Pittville Pump Rooms (Soc and Com)	Scrutiny	Annual performance review	Discussion paper	Gary Nejrup, Entertainment and Business Manager
Flood update	Update	Biannual update on flood prevention in Cheltenham	September 2012	Geoff Beer, Geoff Beer, Principal Engineer (Land Drainage)

DRAFT