

Overview and Scrutiny	Purpose	Agreed nominations/membership Chairs in bold	Co-optees	Facilitating Officer	Sponsoring Officer	Experts and witnesses	Resource estimates	Ideas for more member involvement	Target for reporting recs	Update
Budget scrutiny working group	The working group's role is to develop the budget process, support the development of Members' scrutiny role and to consider ideas from Members for reducing the budget gap.	Cllrs Coleman, Harman, Wall , Hibbert, Massey, Sudbury Cllr Prince (sub). Cabinet Member Finance to attend by invitation.	None	DS- Ros 10 days per annum	Mark Sheldon Supports group as part of budget strategy work	Paul Jones Departmental budget holders	May require additional resource for in depth investigations	Look at what county are doing on budget scrutiny A member to lead on detailed analysis of particular aspect of the budget proposals	Recs on budget strategy in October. Recs to Cabinet on interim budget proposals in November Recs to O&S on budget proposals in January 2013	Program of annual meetings scheduled to support the budget process. Cabinet Member would welcome more challenge and input from the group at this stage in the budget process. County Council invited to the next meeting on 2 October to explain how budget scrutiny operates at the county.
Community Governance review (STG)	Council in December 2011 agreed to set up a cross party working group to review the Parish Council boundaries ahead of the PC elections in 2014. Terms of Reference tba by Council in July.	Cllrs Barbara Driver, Andrew Chard and Klara Sudbury. 3 Parish Council members have been appointed Member chair not appointed as none present at first meeting and officers have chaired the meeting.	3 parish council reps	Helen Down Commissioning	Jane Griffiths	Richard Gibson Hannah Wright	Part of Business as Usual (BAU) work which would need to be done anyway.	Need to stress the importance of meeting the Council date otherwise the opportunity to go out to consultation will be lost.	O&S in November followed by Council in December.	Three meetings held with parish councils and elected members; meeting on 30 July was contentious. Working with the 3 parish councils on proposals which have common agreement. Councillor Prince dropped out because cannot make day time meetings requested by parish council representatives. PAB Leader invited to nominate another member but no response received. Councillor Regan and Councillor Andrew Chard have also stood down from the group. All councillors have been invited to put themselves forward for the group but no additional nominations have come forward. Officers are chairing the meetings but Cllr Driver will present the report to O & S.
Joint Planning Liason Group (originally called Joint Core Strategy but brief has now been extended to other aspects) (STG)	To provide a vehicle with which to engage with elected members on strategic development management issues in light of the changes to the planning framework.	Cllrs Harman, Wall, Godwin, Chard, Mcloskey, Teakle, Sudbury and Bickerton .	None	Claire Cullen-Jones	Andrew North		Part of the core work of the team	Consulting with their political groups outside the meetings	Ongoing	TOR agreed by O&S committee. Two meetings of the task group took place in July but no further meetings have been scheduled. There may be an ongoing role for the working group following the debate at Council on the JCS.
Event Submissions task group (STG)	Review and make recommendations for the process for organisers of events to submit proposals	Cllrs Regan, Hall , Britter, Hibbert and Seacome and Councillor Sudbury .	None	Democratic Services - Saira Malin	Grahame Lewis	Trevor Gladding/ Louis Krog and Sarah Clark	Relevant officers will need to contribute to final report and particularly how the group will operate.		Report to O&S in October and then Cabinet.	Chair requested a deferral at last O&S to give more time to firm up proposals for new form and process. The group have finalised their report and recommendations and are reporting them initially to O&S and then on to Cabinet.
Youth provision (STG)	A potential STG to review CBC investment in CCP to develop resilience in VCS Youth provision and assess the impact of the GCC grant	Cllr Anne Regan, Chris Coleman, Suzanne Williams, Rob Reid, Jo Teakle and Barbara Driver		Richard Gibson	Jane Griffiths		Part of BAU as would need to monitor results of grants given		Report draft terms of ref to O&S in October.	Two meetings have taken place in August and on 11 September. Draft terms of reference have been produced but more work needs to be done in defining specific outcomes for the task group and timescales. A member chair is still to be appointed.
ICT review (STG)	A potential to review ICT services and resilience. Is the infrastructure sufficiently robust, is a shared ICT the right approach and do we have the right delivery model in place.	Cllrs Andrew Chard, Andrew Wall, Simon Wheeler and Colin Hay .	Not relevant	Jennie Lewis/Rosalind Reeves	Pat Pratley	Mike Brown Paul Woolcock Mark Sheldon	Will contribute to the commissioning review of ICT		Report to Cabinet Member in October following O&S endorsement so recommendations can be considered as potential input to the next stage of the commissioning review due to report to Cabinet in November on the options appraisal.	TOR agreed by O&S committee on 16/7 and group have met again 4 times and are reporting to O&S at the October meeting.
UBICO (STG)	To review the service post implementation of UBICO and benefits realisation	Cllrs Jacky Fletcher, Suzanne Williams, Tim Harman, Andrew Chard, Charlie Stewart and Pat Thornton		Saira Malin	Jane Griffiths	UBICO	Partly BAU as SLA need to be monitored		Report recommendations to O&S in January then Cabinet.	Terms of Reference to be agreed by O&S in October.
Sex trade in Cheltenham (STG)	Council at its meeting on 25 June referred this matter to O&S with a view to bringing back a report to Council in December	Cllrs Chard, Driver, Regan, Seacome and Massey	Voluntary sector	tba	Andrew North	Louis Krog Trevor Gladding Richard Gibson/Tracy Brown			Council requested O&S to report back in December but the task group feels Feb 2013 would be a more realistic date.	TOR agreed by O&S committee on 16/7 and held first meeting on 3 September to plan their approach. They agreed that the first stage of the review should involve information gathering from the police and other agencies and this is planned for October.
Allotments (STG)	Review allotment strategy Identify lessons learnt from Weaver's Field	Cllrs Regan , Smith, McCloskey, Britter, Stewart and Hay	Decided against co-optee but plan to involved parish councils through C5 group.	DS- Bev Thomas 10 days	Sonia Phillips or Grahame Lewis	Adam Reynolds	Some BAU element as strategy needs to be reviewed anyway	Get members to meet with reps from Vision 21 and garden schemes and report back	O&S in January followed by Cabinet.	TOR agreed at O&S on 16 July. First meeting took place on 21 August when existing strategy was reviewed and approach to the review agreed. Members have visited a potential allotment site and at the last meeting had an update from legal officers on the council's legal obligations. Next meeting planned for November.
Pub closures	Motion from council in March	Cllr C Hay					need to assess the priority before committing resources			Cllr Hay asked to produce registration form saying why this is an important topic for scrutiny in order that it can be considered by the committee. None currently received.
Grass verge cutting (STG)	Review grass cutting policy and operational issues	Cllrs Hall , Fletcher and Britter,		Jane Griffiths	Jane Griffiths	UBICO - John Rees County officers Adam Reynolds	tba	Members have agreed to do some research and have been supplied with relevant contacts at other councils.	O&S in November followed by Cabinet in December.	TOR agreed at O&S on 16 July. Successful first meeting with members understanding current service provision and standards and questioning service providers within CBC. County attended the second meeting to answer questions on the verge maintenance contract.