

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	A member to lead on detailed analysis of particular aspect of the budget proposals	The working group does not intend to make any recs to O&S or Cabinet on interim budget proposals for 2013/14 in November as it considered its involvement was too late to make an effective contribution in this budget cycle.	The group intends to focus on the potential big savings from major projects that form part of the MTFS. These include the leisure and culture review and the ICT review and the group will review these at their meeting on 7 January.
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.	Cllrs Barbara Driver and Klara Sudbury and 3 Parish Council members. Member chair not appointed.	3 parish council reps	Helen Down Commissioning	Jane Griffiths	Richard Gibson Hannah Wright		Need to stress the importance of meeting the Council date otherwise the opportunity to go out to consultation will	The O&S committee reported to Council in December following receipt of the task group report in November.	O&S did not support the recommendations from the task group when they reviewed them in November and made alternative recommendations to Council which were agreed on 17 December 2012. The review has now been deferred until 2018.
JCS and Planning Liason Group (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 Bickerton, Harman, Wall, Godwin, McCloskey and Teakle.	None	Rosalind Reeves	Pat Pratley	Mike Redman, David Halkyard Planning Advisory Service	tba	Consulting with their political groups outside the meetings	A series of meetings have been arranged to meet the target of agreeing their final report on 14 January 2013.	The task group are currently focussing on the task set by Council to review household formation rates and have engaged a consultant to support them in this work. They will be presenting their conclusions to O&S on 23 January 2013 before forwarding them to the Joint Member Steering Group. The original terms of reference set by O&S in July still stand and the group will need to consider their approach in completing the rest of this work.
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 Seacombe and Councillor Sudbury.	None	Democratic Services - Saira Malin/Rosalind Reeves	Grahame Lewis	Trevor Gladding/ Louis Krog and Sarah Clark	Relevant officers will need to contribute to final report and particularly how		Report to O&S in January and then Cabinet on 12 March.	The O&S will receive the report in January following a debate on the task group recommendations at Council on 17 December 2012.
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 allocations	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		ongoing	This group is more of an ongoing sounding board rather than having specific scrutiny outcomes. Members of the task group seemed happy with that approach and O&S agreed the T of R on that basis on 10 October. When this was discussed at the chair's briefing it was suggested that O&S should request a report from the task group on whether the funding granted to CCP has been successful in terms of delivery of outcomes. All members have now been invited to an event on 19 December which will update members on facilities and activities for young people. O&S may want to review the need for a further report in the New Year.
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 O&S in February and then Cabinet on 12 March.	Recommendations all accepted by Cabinet. Most being picked up by ICT commissioning review. Democratic Services have written to members regarding ICT support as agreed in one of the recommendations in the report. A further remit has been set to review the ICT virus outbreak and this is now in progress.
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 March then Cabinet on 16 April.	Trade waste will be subject to review in January together with a customer service session before they start drafting their final report.
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, Seacombe and Massey	Voluntary sector	Rosalind Reeves	Andrew North	Louis Krog Trevor Gladding Richard Gibson/Tracy Brown			Report to O&S in February (possibly additional January meeting) then Council on February 22 or March 12	The group have spoken to a number of organisations in their evidence gathering and the group are now considering their conclusions.
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 involve parish councils through C5	DS- Bev Thomas 10 days	Sonia Phillips or Grahame Lewis	Adam Reynolds	Some BAU element as strategy needs to be reviewed anyway		O&S in January followed by Council then Cabinet.	The task group's report will be considered by O&S in January then the group are keen that their report should be considered by Council in February.
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	O&S in November followed by Cabinet in December.	Recommendations received by Cabinet in December and all agreed.
Shared Services	Councillor Smith suggested that a review could be carried out of the joint services with One Legal and the Chief Executive suggested that it may be worth looking at Building Control as this also a shared service with Tewkesbury Borough Council	tba								Councillor Smith to work with officers to produce a one-page strategy which can then be considered by the O&S committee for inclusion in the workplan when resources become available.
Deprivation	Councillor Driver suggested a review should be carried out of small pockets in the town which may suffer from deprivation but may not get the consideration that the more obvious deprived areas get.	tba								Councillor Driver to work with officers to produce a one-page strategy which can then be considered by the O&S committee for inclusion in the workplan when resources become available.