

**Cheltenham Borough Council**  
**Overview and Scrutiny**  
**10 January 2013**  
**Scrutiny Task Group – Event Submissions**

|                               |   |
|-------------------------------|---|
| <b>Accountable member</b>     | <b>Not applicable</b>   |
| <b>Accountable officer</b>    | <b>Grahame Lewis – Executive Director</b>   |
| <b>Ward(s) affected</b>       | <b>All</b>  |
| <b>Key Decision</b>           | <b>No</b>   |
| <b>Executive summary</b>      | <p>Following a request from the Overview and Scrutiny Committee, a scrutiny task group was set up to investigate the council's current approach to dealing with large scale events and to recommend ways that this process could be improved.</p> <p>Following a number of meetings, the scrutiny task group has identified a number of ways in which the current process can be improved and these improvements are contained in the task group's report attached as Appendix 1.</p> <p>The report of the scrutiny task group was considered by the Overview and Scrutiny Committee on 10 October 2012 but they asked for more work to be done before having it back in January to endorse the recommendations. In advance of this, they recommended that Council should have an opportunity to debate the report and their comments are set out in the extract of the minutes in Appendix 2. The report will be considered by Cabinet on 12 March 2012.</p> |
| <b>Recommendations</b>        | <p><b>The Overview and Scrutiny Committee is recommended to:</b></p> <ol style="list-style-type: none"> <li><b>1. Consider the recommendations of the Scrutiny Task Group Report, taking into account the comments from Council set out in Appendix 2 and the implications set out in this report</b></li> <li><b>2. Endorse the recommendations and forward them to Cabinet</b></li> </ol>   |
| <b>Financial implications</b> | <p>There are no financial implications arising from this report.</p> <p><b>Contact officer: Sarah Didcote, sarah.didcote@cheltenham.gov.uk, 01242 264125</b></p>  |

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| <b>Legal implications</b>  | <p>The ECG/SAG can offer a forum for co-ordinating and consulting with organisers and agencies. Depending however on the type of event an organiser may have to make an application for a permission and/or licence and any decisions regarding the event will be made at in accordance with the Council's Constitution by officers, Cabinet (or Leader) or in terms of the regulatory side by the Licensing and/or Planning Committee. The group will not therefore have any decision making role.</p> <p><b>Contact officer: Sarah Farooqi, sarah.farooqi@tewkesbury.gov.uk, 01242</b><br/> <b>Contact officer: Sarah Farooqi,</b></p> |
| <b>HR implications (including learning and organisational development)</b> | <p>There are no HR implications arising from this report.</p> <p><b>Contact officer: Beverly Kershaw-Cole</b><br/> <b>bev.kershaw-cole@cheltenham.gov.uk, 01242 77 4921</b></p>  |
| <b>Key risks</b>   | <p>None identified</p>   |
| <b>Corporate and community plan Implications</b>                           | <p>Arts and culture are used as a means to strengthen communities, strengthen the economy and enhance and protect our environment</p>  |
| <b>Report author</b>   | <p><b>Contact officer: Louis Krog, louis.krog@cheltenham.gov.uk,</b><br/> <b>01242 775004</b></p>  |
| <b>Appendices</b>  | <ol style="list-style-type: none"> <li>1. Event Submission scrutiny task group report</li> <li>2. Extract from the minutes of Council 17 December 2012</li> </ol>  |