

KEY		Relevant Cabinet Member	STG in progress	New topics not yet started			Review completed but awaiting further input outside O&S before recommendations are considered for approval or review progressed
O&S Task group	Purpose	Agreed nominations/membership Chairs in bold	Facilitating Officer	Sponsoring Officer	Cabinet Member	Target for reporting recs	Update
New topics							A number of new topics are currently under consideration
Dog fouling	To gain an understanding of the problem of dog fouling in order to help combat the problem. To educate the public and to encourage good dog ownership.	Cllrs Britter, Driver, Fletcher, Penny Hall, McCloskey and Williams	Bev Thomas Sam Howe	Jane Griffiths	Sustainability Cllr Whyborn	to be determined	At the first meeting the group met with a number of Officers including representatives from Ubico and Community Protection Officers. The group finalised their terms of reference and decided that the issue of dog fouling had to be tackled in a number of ways including through education and publicity and potentially through the provision of more dog bins. The group have issued a questionnaire which has been distributed around Residents' Associations etc. They also hope to launch a poster competition in local schools. Some members attended a 'Fido Fiesta' run by CBH to hand out more questionnaires and gain the views of dog owners.
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, Garnham, Harman, Hibbert, Massey and Sudbury Cllr Prince (sub). Cabinet Member Finance to attend by invitation.	Rosalind Reeves, Democratic Services Manager	Mark Sheldon	Finance Cllr Rawson	Recommendations regarding the budget for 2013/14 will be input to the budget process	The Chief Executive and the Leader attended their meeting on 9 July to outline their vision for the coming year and they also received an update on the Bridging the gap. The chair will now get together with Democratic Services and Mark Sheldon to work out a more detailed workplan for the working group.
JCS and Planning Liaison 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 and McCloskey, Simon Wheeler	Judith Baker	Tracey Crews	Leader Cllr Jordan	No further dates currently set.	The original terms of reference set by O&S in July still stand and the group are meeting regularly throughout the rest of this year to progress them. The group will continue to be used as a sounding board and members views will be fed into the programme moving forward so there are no specific plans for the working group to bring back recommendations to the O&S committee. O&S could ask the working group at any point to carry out a specific aspect of scrutiny if required.
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.	Councillors Driver, Coleman, McLain and Bernice Thompson as a co-optee and Caroline Walker from CBH. Councillor Walklett as an observer (as a relevant ward member)	Sam Howe	Richard Gibson	Leisure and Culture Cllr Hay	O&S have requested an update in January 2013.	The terms of reference were agreed by O&S on 18 February and they met for the first time on 22 May. At their second meeting on 25 June they focussed on community safety with the police and Trevor Gladding. O&S have asked for a status report in January 2013 in view of the fact that no timescales have been fixed by the task group. The group met for a third time on the 8 August and discussed the issues related to housing and the built environment environmental facing people living in the town centre. This included a focus on those residents living in private rented accommodation in buildings that have been sub-divided into houses in multiple-occupation or in flats above shops.
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	Rosalind Reeves	Andrew North	Housing and Safety Cllr Jeffries	Cabinet in September 2013.	Reported to O&S on 18 February and Council on 22 February. Cabinet considered the report on 16 April 2013 but decided to refer the report to the Cheltenham Safeguarding Forum and Positive Lives Partnership and then receive a further report from the council's safeguarding officer, Tracey Brown on their responses to recommendations at Cabinet. The Cabinet Member has deferred this report from July to September but provided a briefing note to O&S on the positive steps being taken to progress the issue.
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 .	Democratic Services - Saira Malin/Rosalind Reeves	Grahame Lewis	Housing and Safety Cllr Jeffries	Complete	The Cabinet received the final report on 5 February 2013 and received a further report from officers on the implementation of the recommendations in July 2013. It is a real achievement for the scrutiny task group that its recommendations for Events Consultative Groups and a Safety Advisory Group have now been implemented.
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.	Helen Down Commissioning	Jane Griffiths	Leader Cllr Jordan	No further action at present	O&S did not support the recommendations from the task group when they reviewed them in November and made alternative recommendations to Council. The working group looking at Council size and electoral cycle reported to Council in July 2013 and covered this review in their report with a recommendation that any further work should be deferred until the JCS work had confirmed housing numbers and development areas. Consequently it can be removed from the O&S workplan where it was scheduled to be reviewed in September 2013.
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 and Barbara Driver	Richard Gibson	Jane Griffiths	Leisure and Culture Cllr Hay	Discontinued	O&S on 19 February asked the task group to consider whether they wished to continue meeting as a scrutiny task group or carry out their scrutiny role as a member of a wider partnership group. This 'Activities and facilities for young people' partnership group met on 25 February 2013 and four of the scrutiny working group were in attendance. As this is no longer operating as a scrutiny task group, O&S decided it was now closed but the partnership group continues to invite members from scrutiny to attend their meetings. A role has also been defined for scrutiny members in considering bids for funding but this is more of a Cabinet Advisory Role than a scrutiny task group as the Cabinet Member is asking for input from scrutiny when considering bids.
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	Cllrs Andrew Chard, Andrew Wall, Simon Wheeler and Colin Hay.	Rosalind Reeves		Corporate Services Cllr Walklett	No further follow up scheduled	Recommendations all accepted by Cabinet. Most being picked up by ICT commissioning review. A further remit was set to review the ICT virus outbreak and the task group agreed the resulting action plan at their meeting on 12 March. A public version of the Internal audit report on the virus has been circulated to all members. A written update of progress on the recommendations requested by O&S at its last meeting has been circulated to members of
Allotments (STG)	Review allotment strategy Identify lessons learnt from Weaver's Field.	Cllrs Regan, Smith, McCloskey, Britter, Stewart and Hay	DS- Bev Thomas 10 days	Sonia Phillips or Grahame Lewis	Sustainability Cllr Whyborn	Follow up scheduled for March 2014	Cabinet agreed the recommendations at its meeting on 12 March 2013.
Grass verge cutting (STG)	Review grass cutting policy and operational issues.	Cllrs Hall, Fletcher and Britter,	Jane Griffiths	Jane Griffiths	Sustainability Cllr Whyborn	Follow up scheduled for September 2013	Recommendations approved by Cabinet in December 2012.
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	Sustainability Cllr Whyborn		Reported to O&S on 18 March and the recommendations were approved at Cabinet on 16 April 2013 subject to a number of comments from the Cabinet Member Sustainability.