

**Overview & Scrutiny (OS) Committee Work Programme 2018/19 – DRAFT**

*[Please note: This is a working document and will be subject to regular amendment]*

<b>Meeting Date</b>	<b>Topic</b>	<b>Lead Officer</b>	<b>Notes</b>
<b>19 June 2018</b>  (Deadline for reports 06 June 2018)	Executive Member Update: Health and Wellbeing	Cllr Eric Buckmaster, Executive Member for Health and Wellbeing; Jess Khanom, Head of Operations	To include update on Leisure Strategy works progress
	Grounds Maintenance Final Report of the Task and Finish Group	Jess Khanom, Head of Operations; Ian Sharratt, Environment Manager, Open Spaces	
	Hertford Theatre Business plan for expansion	Jess Khanom, Head of Operations ; Rhys Thomas, Theatre Director	
	Work Programme Update	Fiona Corcoran, Scrutiny Officer	

<b>Meeting Date</b>	<b>Topic</b>	<b>Lead Officer</b>	<b>Notes</b>
<b>18 September 2018</b>  (Deadline for reports 5 September 2018)	Exec Member Update	TBC	
	Climate Change Strategy	David Thorogood, Environmental Strategy and Development Officer	To consider draft Climate Change Strategy Doc (arising from work of the Climate Change T&F Group)
	Update on Economic Development Vision and assessment of Launchpad Pilot.	Ben Wood, Head of Communications, Strategy and Policy	Previous Economic Development updates have gone to OS in the past as the topic was requested by Members in 2017/18 and updates requested.
	Work Programme	Fiona Corcoran, Scrutiny Officer	

<b>Meeting Date</b>	<b>Topic</b>	<b>Lead Officer</b>	<b>Notes</b>
<b>6 November 2018</b>	Exec Member Update	TBC	
	Work Programme	Fiona Corcoran, Scrutiny Officer	

(Deadline for reports 24 October)			
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Meeting Date	Topic	Lead Officer	Notes
<b>18 December 2018</b>	Exec Member Update	TBC	
<b>Fiona Corcoran</b>  (Deadline for reports 5 December)	Work Programme	Fiona Corcoran, Scrutiny Officer	

Meeting Date	Topic	Lead Officer	Notes
<b>22 January 2019</b>  (Deadline for reports)	Update from Portfolio Holder for Finance & Support Services	Cllr Geoff Williamson; Isabel Brittain, Head of Strategic Finance	<i>to link in with budget report and as joint scrutiny meeting gives opportunity for OS members to have Q&amp;A on this portfolio</i>

<p>9 January 2019)</p> <p><b>NB: THIS IS A JOINT SCRUTINY COMMITTEE MEETING (Both OS and PAG Members to attend to scrutinise Budget and service plans)</b></p>	Budget report & Medium Term Financial Plan	Isabel Brittain, Head of Strategic Finance	
	2019/20 Corporate Service Plans	Ben Wood, Head of Communications, Strategy and Policy; Nathan Bookbinder, Policy Officer	<b><u>All heads of service to be present</u></b>
	Annual Audit Letter and External Audit Grants Certification Summary	Natalie Clark, Ernst & Young	Email Natalie Clark EY with report deadline details
	Shared Internal Audit Service (SIAS) Update on Audit Plan	Alan Cooper SIAC, HCC	
	Treasury Management Strategy 2018-19	Isabel Brittain, Head of Strategic Finance and External Auditor from Ernst & Young	
	Work Programme	Fiona Corcoran, Scrutiny Officer	

Meeting Date	Topic	Lead Officer	Notes
<b>5 February 2019</b>  (Deadline for reports 23 January 2019)	Update from Executive Member Update	TBC	
	Work Programme	Fiona Corcoran, Scrutiny Officer	
<p><b><u>Task and Finish Groups</u></b></p> <p><b>Climate Change</b>            Lead Officer: David Thorogood, Environmental Strategy and Development Manager            Cllrs: Deering (Chair), Freeman, Woodward, Stevenson, Radford, Reed, Pope</p> <p><b>Grounds Maintenance</b>            Lead Officer: Ian Sharratt, Environment Manager – Open Spaces            Cllrs: Goodeve (Chair), Cutting, Reed, Alder, Freeman            Next meeting: 10 April, May TBC</p>			

### **Member Scrutiny Proposals - updates**

- **Impact of Manchester Airports Group (MAG) parking policies on parking in Bishop’s Stortford**

As a result of this scrutiny proposal, the Stansted Airport Parking Complaints telephone number is now listed on the East Herts Council website; officers (Head of Communications, Strategy and Policy and Parking Manager) are now included in all circulation of papers for the Stansted Airport Highways Working Group; two Members of the Committee have been invited to attend the Stansted Area Transport Forum on 8<sup>th</sup> March 2018. Officers are engaged with the CEO of MAG in relation to the airport’s growth plans and a MAG gave a presentation and Q&A session for Members on 19<sup>th</sup> March 2018.

- **Housing and Vulnerability**

This topic has been considered by officers, who are meeting with the relevant Member Champion on a regular basis to ensure she is updated and to allow discussion of any individual issues arising.

### **Other items for 2018/19:**

- **Shared Services** – either June or September meeting, date to be confirmed
- **Council Tax support Scheme**– date to be confirmed

- **Old River Lane (ORL)** - date to be confirmed