

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

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

Meeting Date	Topic	Lead Officer	Notes
18 September 2018 (Deadline for reports 5 September 2018)	Exec Member Update / Presentation	TBC	
	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.
	Community Transport Strategy	Claire Carter, Service Manager, Community Wellbeing Partnerships	
	Work Programme	Scrutiny Officer	

Meeting Date	Topic	Lead Officer	Notes
6 November 2018 (Deadline for reports 24 October)	Exec Member Update	TBC	
	Work Programme	Scrutiny Officer	
	Climate change Strategy	David Thorogood, Environmental Strategy and Development Manager	To consider draft Climate Change Strategy Doc (arising from work of the Climate Change T&F Group)
	Shared Services: Revenues and Benefits	Isabel Brittain	Brought Forward from earlier Work Programme

Meeting Date	Topic	Lead Officer	Notes
18 December 2018	Exec Member Update	TBC	
	IT – Shared Services	Helen Standen, Director	Report back on shared service

(Deadline for reports 5 December)			arrangements, views from the IT Transformation Manager: consider outsourcing or privatising the service and extraction costs. (OS 10 July 2018)
	CCTV – Shared Service Update	Head of Housing and Health, Jonathan Geall	Report back following completion of the Governance Review (OS 10 July 2018)
	Work Programme	Scrutiny Officer	

Meeting Date	Topic	Lead Officer	Notes
22 January 2019 (Deadline for reports 9 January 2019)	Update from Portfolio Holder for Finance & Support Services	Cllr Geoff Williamson; Isabel Brittain, Head of Strategic Finance	to link in with budget report and as joint scrutiny meeting gives opportunity for OS members to have Q&A on this portfolio
NB: THIS IS A JOINT SCRUTINY	Budget report & Medium Term Financial Plan	Isabel Brittain, Head of Strategic Finance	
	2019/20 Corporate	Ben Wood, Head of	<u>All heads of service to be</u>

COMMITTEE MEETING (Both OS and PAG Members to attend to scrutinise Budget and service plans)	Service Plans	Communications, Strategy and Policy; Nathan Bookbinder, Policy Officer	<u>present</u>
	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; External Auditor from Ernst & Young	
	Work Programme	Scrutiny Officer	

Meeting Date	Topic	Lead Officer	Notes
--------------	-------	--------------	-------

5 February 2019	Update from Executive Member Update	TBC	
(Deadline for reports 23 January 2019)	Work Programme	Scrutiny officer	
<p><u>Task and Finish Groups</u></p> <p>Climate Change Lead Officer: David Thorogood, Environmental Strategy and Development Manager Cllrs: Deering (Chair), Freeman, Woodward, Stevenson, Radford, Reed, Pope Due to meet June/July 2018 – date TBC</p> <p>Grounds Maintenance Lead Officer: Ian Sharratt, Environment Manager – Open Spaces Cllrs: Goodeve (Chair), Cutting, Reed, Alder, Freeman Work of the task and finish group concluded at its last meeting on 10 May 2018. Final report to be presented to OS Committee on 19 June.</p> <p><u>Member Scrutiny Proposals - updates</u></p>			

- **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 were invited to attend the Stansted Area Transport Forum on 8th 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 19th 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 – a single item meeting of the committee to be added to the OS work programme to enable the committee to consider this item thoroughly, with officers from Stevenage Borough Council to attend.

Council Tax support Scheme– date to be confirmed by S Tarran

Extra Care Housing – date to be confirmed by J Geall (as agreed at OS Committee 20 February 2018, Corporate Service Plans item)

