

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	
6 November 2018 (Deadline for reports 24 October)	Shared Services: Revenues and Benefits	Isabel Brittain	Pushed back from September work programme at Head of Strategic Finance's request.

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	Homeless Strategy	Jonathan Geall (Claire Bennett)	Head of Service changed date see email 12 October. Report to Executive 12 Feb and Council 5 March 2019.
	Exec Member Update	Jan Goodeve: Executive Member for Housing	
	Work Programme	Michael Edley: Scrutiny Officer	
20th November 2018 (Deadline for reports 7 November 2018)	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
	Budget report & Medium Term Financial Plan	Isabel Brittain, Head of Strategic Finance	
NB: THIS IS A JOINT SCRUTINY COMMITTEE	2019/20 Corporate Service Plans	Ben Wood, Head of Communications, Strategy and Policy; Nathan Bookbinder,	<u>All heads of service to be present</u>

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MEETING (Both OS and PAG Members to attend to scrutinise Budget and service plans)		Policy Officer	
	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	Michael EdleyScrutiny Officer	
18 December 2018 (Deadline for reports 5 December)	Exec Member Update	Graham McAndrew, Executive Member for Environment and Public Open Space	
	IT – Shared Services	Helen Standen, Director Simon Russell, Head of Shared Service	Report back on shared service arrangements, views from the IT Transformation Manager: consider outsourcing or privatising the

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			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)
	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). Pushed back from November as T&F meet the day after the November meeting.
	Brexit T&F Group: Sign off ToR and initial recommendations	Nathan Bookbinder, Policy Officer	Requested by Ben in conversation
	Work Programme	Michael Edley: Scrutiny Officer	
5 February 2019 (Deadline for	Update from Executive Member Update	Linda Hersay: Leader	

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reports 23 January 2019)	Customer Complaints	Nathan Bookbinder: Policy Officer	Requested by Ben, email 24/10/18
	Brexit T&F Group: recommendations	Nathan Bookbinder: Policy Officer	
	Work Programme	Michael Edley: Scrutiny officer	

Task and Finish Groups

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

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.

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 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)