

Overview and Scrutiny (OS) Committee Work Programme 2019/20 – DRAFT

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

The items below represent key topics of enquiry by the scrutiny committee

Meeting Date	Topic	Lead Member and Lead Officer	Notes
11 June 2019	Agree draft work plan		
	Agree T&FG ToR and Membership		
	Discuss questions for Service updates on waste and website on 17/9		
17 September 2019 cancelled	Waste KPIs	Head of Operations <u>Urbaser Rep and Exec Member</u>	
	Website customer Satisfaction	Head of Communications, Strategy and Policy	
	Progress report on T&F		
	Discuss questions for Service updates on 05/11		
	Work Programme		

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5 November 2019 (Deadline for reports 24 October)	Waste Management	Head of Operations	
	Agree ToR and membership for Social Housing Scrutiny event in 2020)	Discussion by members led by Scrutiny officer	Head of Housing and Health
	IT - Value for Money	ICT Manager, Helen Standon, Exec Member	Value for money of the Shared relation IT Service
	Update from the T&F Group (Parking)	Head of Operations	
	Work Programme		
10 December 2019 (Deadline for reports 1 December)	Progress Update on Implementation of Climate change recommendations	David Thorogood & Cllr Graham McAndrew Update on progress since Task and finish group report in Dec 2018.	Scrutiny Officer to update following feedback from the EHDC Environment and Climate change Forum meeting which was to have been held on 4 Dec but cancelled because of Purdah.
	Consider ToR for Cycle storage provision T&FGs	Discussion by members led by Scrutiny officer	Meeting arranged (17 Dec) with B/S Town Council to establish what provision there is in the town. It is anticipated that this meeting will help form the key lines of enquiry.
	Final report and	Head of Comms, and	

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	Recommendations of T&FG (Parking)	Councillor H Drake	
	Work Programme	Scrutiny Officer	
4 February 2020 (Deadline for reports 22 January 2019)	Update on Section 106 allocation etc	Infrastructure Contributions and Spend Manager	Report to PAGO on 24 September on allocations in relation to the current position of Section 106 contributions and actions taken. Members agreed Dec 2019 to take no further action.
	Updates from T&FGs		
	Pre-Planning Advice	Head of Planning	Head of Planning to review the pre planning advice process and charges at the start of the year. It suggested that this be reviewed 20/20 -20/21 once that has been in place for 6 months and had a chance to imbed.
	Work Programme Update		
	Website customer Satisfaction	Head of Comms, Strategy and Policy	Feedback in terms of customer satisfaction. Possibly a subject for scrutiny?
31 March 2020	Final report from T&FG Social Housing	Head of Housing and Health	Scrutiny Officer to feedback on two events

Meeting Date	Topic	Lead Member and Lead Officer	Notes
	Final report from T&FG Cycle storage		
	Carry forward items to 2020/21		

Task and Finish Groups

Member Scrutiny Proposals - update

Other items for 2019/20: