

Overview and Scrutiny Committee and Audit and Governance Committee - Consolidated Work Programmes 2020/21

(this is a working document and is subject to regular amendment)

Meeting Date Overview and scrutiny	Topic and Notes	Lead Member and Officer	Meeting Date Audit and Governance	Topic and Notes	Lead Member and Officer
15 September 2020	<p>Update on the progress in relation to the Climate Change Action Plan and progress in relation to the 2030 Carbon neutrality aspirations.</p> <p><i>With the agreement of Members at the last (June 2020) meeting, updates would be presented prior to each meeting.</i></p>	<p>Executive Member for Environmental sustainability and David Thorogood</p>	22 September 2020	<p>External Audit Update</p>	<p>Suresh Patel, Ernst Young</p>

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	Social Housing – Report of the Task and Finish Group (see note below).	Head of Housing and Health		SIAS Update	Simon Martin SIAS Audit Manager
	Large Scale Projects – Project Management in terms of Expenditure Vs Budget, delivery timescales <i>Members’ briefing provided on 16 July on Hertford Theatre.</i>	Respective Project Managers .		SAFs Update	Nick Jennings Head of Service (SAFs)

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	<i>Request by Councillor Goldspink for an update on Hartham Leisure</i>				
	Policy for Enforcing Standards for Private Sector Landlords	Head of Housing and Health		Strategic Risk Register Quarterly Update	Graham Mulley Risk Assurance Manager
	Council Tax Reduction Scheme 2021/22	Head of Revenues and Benefits Shared Services		Annual Governance Statement	Head of Strategic Finance and property
				Statement of Accounts 2019/20	Head of Strategic Finance and Property
	Work Programme	Lorraine Blackburn,		Financial Monitoring	Head of Strategic Finance and Property

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		Scrutiny Officer		Quarter 1	
3 Nov 2020	How the Council reacted to the Corona Virus	Invitation to the Leader and CE to present an interim report	17 November 2020	Section 106 Agreements: a) review of policy and also of the receipt and b) the utilisation of funds received	Helen Standen Dep CE and Jackie Bruce Infrastructure and Contributions Spend Manager
	Work Programme	Lorraine Blackburn, Scrutiny Officer		Corporate Budget Monitoring Quarter 2	Ben Wood, Head of Communications Strategy and Policy and Steven Linett Head of Strategic Finance
				Treasury Management	Head of Strategic Finance

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				Outturn 2019/20 and Treasury Management Mid-Year Review 2020/21	
	Annual Complaints Report	Head of Communications, Strategy and Policy		Budget 2021/22 and MTFP Plan 2021-2024 Proposals	Head of Strategic Finance and Property
	Performance Report Quarters 1 and 2	Head of Communications Strategy and Policy		Standards Update	James Ellis Head of Legal and Democratic Services
	Revenues and Benefits Annual Report	Head of Revenues and Benefits Shared Services		Strategic Risk Monitoring 2020/21 Quarter 2	Graham Mully, Insurance and Risk Business Advisor

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	Environmental Climate Change	Head of Housing and Health			
8 Dec 2020				Work Programme	Lorraine Blackburn, Scrutiny Officer
	Presentation by the PCC Mr David Lloyd and Cl Orton			GDPR and Data Retention	James Ellis Head of Legal and Democratic Services
				Members' Constitution Review Group	James Ellis Head of Legal and Democratic Services

Updates

Overview and Scrutiny Committee	Audit and Governance
Parking Policies – Report of the Task and Finish Group following consideration by the Executive: Update	Complaints lodged with the Monitoring Officer (Head of Democratic and Legal Support Services). When there are updates.

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<p>The Head of Operations continues to review the position with the portfolio holder weekly but fundamentally the landscape of parking has changed and Officers need to explore how best the Council can respond to that.</p>	<p>Changes to Constitution Review Update (Head of Democratic and Legal Support Services): When there are updates.</p> <p>Shared Anti-Fraud Service Report (SAFs). At every meeting.</p> <p>Shared Internal Audit Service (SIAS). At every meeting.</p>
<p>Enhancing the Council’s working arrangements with Social Housing providers (Report of the Task and Finish Group to the Executive)</p> <p>Update: Report and recommendations to the Executive (6 October) was “held over” at Executive Pre until a “bigger piece of work” had been carried out. Updates will follow as and when further information becomes available.</p>	

Looking Forward 2020/21

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Overview and Scrutiny Committee	Due date	Audit and Governance	Due Date
Review of capital projects in the Council's Capital Programme (Project Managers)	Council 24 October 2020		
Report by Centre for Governance and Scrutiny (formerly the CfPS) Review of East Herts Council	Work Shop to be provided to both O&S and A&G to be confirmed		
Annual Scrutiny Report (Head of Legal and Democratic Services and Scrutiny Officer)	3 November or 8 December 2020		
RIPA and Use of Social Media - report back (Head of Legal and Democratic Services)	June 2021		
Cultural Strategy	2 February 2021		

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Notes:

Members will note the new format of the Consolidated Work Programme. It was felt that by combining both work programmes might provide Members with a better insight into the issues to be considered by both committees and respective timeframes and so aid the process of scrutiny. Additionally, Members should note that the Chairman and Vice Chairman of both Committees are now meeting quarterly with the Leader and Deputy Leader to consider both work programmes in the context of the Council's Forward Plan to facilitate better scrutiny and review where necessary.