

Lead AD	AD (Communities and Neighbourhoods) – Rob Gregory
Deputy	AD Housing & Investment – Jaine Cresser
Chair	Cllr Sarah Mead

Community Select Committee Scrutiny Work Programme 2018-19
(Including main review items, one-off meetings, statutory and standing items, review revisits and policy development items)

Scrutiny Review items 2018/19: (Priority of potential scrutiny review items High/Medium/Low and suitability in 2018/19)	Strategic Director, Assistant Director, Lead Officer(s) & Portfolio Holder	Provisional meeting date(s) identified	Other details: i.e. (i) Number of meetings item can be covered in? (ii) Whether scoping required? (iii) Expectation/ style of meeting & (iv) other details	Comment by lead Assistant Director/Deputy	SD/AD Comment - Likelihood of being delivered in 2018/19?	Chair/ Vice-Chair Preference & Priority
<u>Resident Engagement</u> – CSC Members had previously stated that they wished to scrutinise this issue regarding: Effectiveness of Resident Engagement by SBC,	SD Matt Partridge, AD Communities & Neighbourhood, Rob Gregory/ Portfolio Holder for Communities, Safer Communities & Equalities Cllr Jackie Hollywell	4 Sep 2018 2 Oct 2018 7 Nov 2018	(i) a number of meetings would be required (ii) a scoping note would be required (iv) Engage a Critical Friend, witnesses from public, look at current policy and practise (scope to bottom out) At 4 Sep meeting the consultant can provide some context and analysis	From a policy development perspective this could help to inform our Community Engagement Framework. We have some prep on this from the consultant Rachel Eden-	Yes, this will be delivered in 2018-19	The Chair is keen to look at this to Look at the way we do resident involvement – can we adopt more creative ways, dynamic engagement, use social media

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incorporating Consultation Demographic of Residents' Survey and diversity of Tenant Involvement Groups.			of current engagement and receive an officer presentation At 2 Oct and 7 Nov interviews and evidence gathering can be taken. The review should be complete by the end of the calendar year and inform final policywork and Framework document	who has agreed to do a member session supported by Cllr Speller. Suggest 3 meetings.		
Community Neighbourhood Management - (Priority & suitability for scrutiny in 2018/19 to be agreed with Chair & AD)	SD Matt Partridge, AD Communities & Neighbourhood, Rob Gregory/ Portfolio Holder for Neighbourhoods and Co-operative Working Cllr Rob Broom	(Q4 Jan/Feb/March 2019) 24 January 2019	(i) this would suit a <u>single meeting</u> (already offered by officers) looking at the learning from the Pin Green experience (ii) light touch scope agreed between Chair, lead AD and Scrutiny Officer (iii) Bring in agreed witnesses to one-off session and capture learning/recommendations	Neighbourhood Planning in Pin Green was very much a member led exercise, led by Cllr Speller. It might be better to do this in the 4 th quarter, once work in Martins Woods and St Nicholas is underway.	Yes this will be delivered in 4 th quarter of 2018/19	The Chair is keen that Members should have a session with Officers to provide some historical context to how this programme started, what it is, and what its future direction is? This could be

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				This could be held as a joint meeting with the E&E Select Committee who also have an item on their work programme re Neighbourhood Maintenance		undertaken as a joint meeting with E&E Select Committee as they have also asked for this issue to be scrutinised.
<u>Stevenage Leisure Limited (SLL)</u> (Priority & suitability for scrutiny in 2018/19 to be agreed with Chair & AD) (Last year Officers suggest awaiting the outcome of the current contract performance review & appointment of	SD Matt Partridge, AD Communities & Neighbourhood, Rob Gregory/ Portfolio Holder for Children, Young People & Leisure, Cllr Richard Henry	Could be done earlier in the year, perhaps between July and Sep. 4 July 2018	(i) Single meeting (ii) no scope required (iv) Previously Councillors had been offered a session on the outcome of discussions between SBC officers and SLL on the findings of the independent consultant's report on contract cost benchmarking, Members could consider the outcomes at a Part II meeting. The contract is not due for renewal until 2023.	The Strategic Director has stated that he is happy to do this if the Chair wants too. There won't be a scope because it was developed prior to the external review taking place. As noted previously we will come back to SLL and the service offer etc. as part of the prep for retendering the Leisure	Yes, this will be delivered in 2018-19 as we have all the necessary paperwork.	The Chair is happy for this to be brought to one meeting of the Committee to see what focus there is in the Action Plan linked to the Performance Plan that was established following the review and independent consultants' report and to meet with SLL

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new AD prior to considering this further).				Management Contract, the work for which will commence in 2020.		representatives to see what their plans are for the current offer.
<u>Statutory Item - Crime & Disorder Committee</u> (High priority statutory Committee & suitable for Scrutiny in 2018/19)	SD Matt Partridge, AD Vacant, Lead Officer Sarah Pateman, Portfolio Holder for Communities (including Safer Communities) Cllr Jackie Hollywell	26 March 2019	(i) Yes, covered in one meeting (ii) No scope required (iii) Interviews with Chair of RAG, Herts Constabulary, Portfolio Holder with responsibility for Community Safety looking at past performance of the Community Safety Action Plan and future priorities		Comment from Scrutiny Officer - as the commitment is just one meeting this will be delivered.	This is a statutory item so will be delivered.
<u>Standing Item - Public Health</u> (High priority & suitable for Scrutiny in 2018/19)	SD Matt Partridge, AD Communities & Neighbourhood, Rob Gregory, Sport & Wellbeing	Two dates on hold with the HCC Director of Public Health, Jim McManus (Tue 12 and	(i) Yes, covered in one meeting (ii) No scope required (iii) Interviews with the HCC Director of Public Health, SBC Executive Portfolio Holder with responsibility for	The Healthy Stevenage Strategy was formally launched at the Stevenage Together Forum in March 2018.	Comment from Scrutiny Officer - as the commitment is just one	The Chair and Vice-Chair are keen for this item to be supported so will be delivered.

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	Manager, Joe Capon, Portfolio Holder for Housing Health & Older People Cllr Jeannette Thomas	Tue 26 Feb 2019)	Public Health and the SD for Community. (iv) Other Members to be invited – Cllr Maureen McKay, HCC Health Scrutiny Member and Cllr Michael Downing, Health Watch	Members may wish to reflect on delivery against the strategy in Q4 2018/19.	meeting this will be delivered.	

Monitoring of Previous Recommendations/Actions							
Scrutiny items: (Follow up in 2018/19)	Strategic Director, Assistant Director, Lead Officer(s) & Portfolio Holder	Provisional meeting date(s) identified	Number of meetings item can be covered in?	Expectation/ Style of meeting	Scoping details (whether full scope or simple scope required)	Other details	Comment by lead Assistant Director/Deputy
<u>Housing Allocations</u> – Exec Member response to Allocations Review	SD Matt Partridge, AD Housing & Investment, Jaine Cresser, Portfolio Holder for Housing Health & Older People Cllr Jeannette Thomas	5 June 2018	<u>Covered in one meeting</u>	This will feature as an item on the agenda of a meeting combined with other items being revisited	Not applicable	Opportunity for Members to consider Exec Member response	
<u>Revisit Decent Homes Review</u> - revisit <u>Recommendations & Exec Member Response (reviewed in 2014)</u>	SD Matt Partridge, AD Housing & Investment, Jaine Cresser, Portfolio Holder for Housing Health & Older People Cllr Jeannette Thomas	?	<u>Covered in one meeting</u>	This will feature as an item on the agenda of a meeting combined with other items being revisited	Not applicable	Opportunity for Members to consider action taken against the agreed Exec Member response	

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<u>Revisit Damp & Mould Review – revisit Recommendations & Exec Member Response 1 year after implementation</u>	SD Matt Partridge, AD Housing & Investment, Jaime Cresser, Portfolio Holder for Housing Health & Older People Cllr Jeannette Thomas	Autumn 2018 2 October 2018	<u>Covered in one meeting</u>	This will feature as an item on the agenda of a meeting combined with other items being revisited	Not applicable	Opportunity for Members to consider Exec Member response	This should pick up the current position against the backlog of cases
<u>Revisit Third Sector in Stevenage Review</u> – a single session revisiting the previous review and seeing where we are today (Priority & suitability for scrutiny in 2018/19 to be agreed with Chair & AD)	SD Matt Partridge, AD Communities & Neighbourhoods Rob Gregory, Portfolio Holder for Communities Cllr Jackie Hollywell.	12 July 2018	(i) <u>Covered in a single meeting</u> revisiting the previous review and seeing where we are today				If this is carried out in July 2018 this would be ahead of any retender of the CAB Contract

Policy Development Items:	Strategic Director, Assistant Director, Lead Officer(s) & Portfolio Holder	Provisional meeting date(s) identified	Number of meetings item can be covered in?	Expectation/Style of meeting	Scoping details (whether full scope or simple scope)	Other details	Comment by lead Assistant Director/ Deputy
<p>Resident Engagement – CSC Members had previously stated that they wished to scrutinise this issue regarding: Effectiveness of Resident Engagement by SBC, incorporating Consultation Demographic of Residents’ Survey and diversity of Tenant Involvement Groups.</p>	<p>SD Matt Partridge, AD Communities & Neighbourhood, Rob Gregory/ Portfolio Holder for Communities, Safer Communities & Equalities Cllr Jackie Hollywell</p>	<p>16 January 2019 & reserve dates 14 /28 Feb 2018/2019 for Policy Development meeting. (Date to be agreed with all parties)</p>	<p>A number of meetings would be required, perhaps 2?</p>			<p>These meetings are informal, however Constitutional Services are reviewing the clerking arrangements and will help with meeting set up i.e. room booking & invites, agenda etc. but will need prior notice of these meetings.</p>	<p>From a policy development perspective this would follow on from the scrutiny review the CSC Members undertake and should help to inform our Community Engagement Framework. We have some prep on this from the consultant Rachel Eden- who has agreed to do a member session supported by Cllr Speller.</p>
<p>Housing</p>	<p>SD Matt</p>	<p>Date?? 2018/2019 for</p>	<p>Ideally one</p>	<p>Opportunity for</p>		<p>These meetings</p>	

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<u>Services Charges and Allocations – Pooling and De-pooling Charges</u>	Partridge, AD Housing & Investment, Jaine Cresser/ Portfolio Holder for Housing, Health & Older People Cllr Jeannette Thomas	Policy Development meeting. (Date to be agreed with all parties)	meeting	Executive Portfolio Holder to meet with officers and Scrutiny Members to discuss content and shape of a Policy document before it is finalised in order to shape the final outcome		are informal, however Constitutional Services are reviewing the clerking arrangements and will help with meeting set up i.e. room booking & invites, agenda etc. but will need prior notice of these meetings.	
<u>Co-operative Council</u>	SD Matt Partridge, AD Communities & Neighbourhood, Rob Gregory, Portfolio Holder Neighbourhoods and Co-operative Working, Cllr Rob Broom	2018/2019 for Policy Development meeting. (Date to be agreed with all parties) July/Aug 2018	Ideally one meeting	Opportunity for Executive Portfolio Holder to meet with officers and Scrutiny Members to discuss content and shape of a Policy document before it is finalised in order to shape the final outcome		These meetings are informal, however Constitutional Services are reviewing the clerking arrangements and will help with meeting set up i.e. room booking & invites, agenda etc. but will need	Next steps on Co-operative Council to be agreed with leader and portfolio holder, so there is uncertainty at this stage about what this item would look at. Officers are

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						prior notice of these meetings.	targeting the September Executive so Policy Development would need to be carried out in July/August.
<u>Community Centres Review</u>	SD Matt Partridge, AD Communities & Neighbourhood, Rob Gregory, Portfolio Holder Communities, Safer Communities & Equalities, Cllr Jackie Hollywell	2018/2019 for Policy Development meeting. (Date to be agreed with all parties) 20 September 2018	Ideally one meeting	Opportunity for Executive Portfolio Holder to meet with officers and Scrutiny Members to discuss content and shape of a Policy document before it is finalised in order to shape the final outcome		These meetings are informal, however Constitutional Services are reviewing the clerking arrangements and will help with meeting set up i.e. room booking & invites, agenda etc. but will need prior notice of these meetings.	This would provide a direction of travel update session. Officers are targeting October 2018 Executive.

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<p><u>Review of Tenancy Agreements</u> (timing subject to DCLG's publishing guidance)</p>	<p>SD Matt Partridge, AD Housing & Investment, Jaine Cresser/ Portfolio Holder for Housing, Health & Older People Cllr Jeannette Thomas</p>	<p>Date ?? 2018/2019 for Policy Development meeting. (Date to be agreed with all parties)</p>	<p>Ideally one meeting</p>	<p>Opportunity for Executive Portfolio Holder to meet with officers and Scrutiny Members to discuss content and shape of a Policy document before it is finalised in order to shape the final outcome</p>		<p>These meetings are informal, however Constitutional Services are reviewing the clerking arrangements and will help with meeting set up i.e. room booking & invites, agenda etc. but will need prior notice of these meetings. <u>(timing subject to DCLG's publishing guidance)</u></p>	<p>The timing of this item is dependent on the publishing of Government guidance.</p>

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<u>Housing Green Paper</u>	SD Matt Partridge, AD Housing & Investment, Jaine Cresser/ Portfolio Holder for Housing, Health & Older People Cllr Jeannette Thomas	Date ?? 2018/2019 for Policy Development meeting. (Date to be agreed with all parties)	Ideally one meeting	Opportunity for Executive Portfolio Holder to meet with officers and Scrutiny Members to discuss content and shape of a Policy document before it is finalised in order to shape the final outcome		These meetings are informal, however Constitutional Services are reviewing the clerking arrangements and will help with meeting set up i.e. room booking & invites, agenda etc. but will need prior notice of these meetings. <u>(timing subject to DCLG's publishing guidance)</u>	The timing for this item will be dependent on the publishing of the Housing Green Paper.