

Lead AD	AD (Stevenage Direct Services) Craig Miller
Deputy	AD (Planning & Regulatory) Zayd Al-Jawad
Chair	Cllr Michael Downing

Environment & Economy 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
District Plan Regeneration as a discussion item (Priority & suitability for scrutiny in 2018/19 to be agreed with Chair & AD)	SD Tom Pike, AD Planning & Regulatory Zayd Al-Jawad/ Portfolio Holder for Environment & Regeneration, Cllr John Gardner	considered at the Planning and Development Committee 24 05 18	(i) Likely to be one meeting as a briefing/discussion item (iv) Possibly this could be undertaken with Members of the Overview and Scrutiny and Planning and Development Committees	Officers would welcome the opportunity to discuss both the Local Plan, future Planning Policy and SG1 update with E&E and P & D Committees together	Yes will be delivered in 2018/19	
<u>Reimagining Fairlands Valley Park – an opportunity to consider and</u>	SD Matt Partridge AD Stevenage Direct Services, Craig Miller, AD Communities &	Q4 Feb/March 2019	(i) Would require a number of meetings, to be determined – (typically this would be 4 – 6 meetings) (ii) full scope required (iii)	This item would fit with the work that officers are just beginning to scope and could bring this	Yes, will start to be delivered in 2018/19 but not likely to be completed.	

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<u>cooperatively with local residents / relevant organisations produce a strategy for the development of the facility and service offer at FVP.</u>	Neighbourhoods Rob Gregory, Portfolio Holder for Children, Young People and Leisure Cllr Richard Henry, Portfolio Holder for Environment & Regeneration, Cllr John Gardner		Officer report/presentation leading to interview with officers/Exec Member/Users(if identifiable)	to Members later in the year.		
<u>Play area provision/outdoor space and sports provision.</u> (Priority & suitability for scrutiny in 2018/19 to be agreed with Chair & AD)	SD Tom Pike, AD Stevenage Direct Services, Craig Miller/ Portfolio Holder for Environment & Regeneration, Cllr John Gardner	Deferred until 2019/20 Municipal Year	(i) Chair and Lead AD with Scrutiny Officer to determine whether scrutiny could be achieved in single meeting or whether further meetings would be required, (ii) scope depends on outcome of (i)	As the Strategy on play areas has only recently been agreed it has been suggested that this item be deferred until the following municipal year	Will not be delivered in 2018/19	
<u>Neighbourhood Maintenance</u> (This item was agreed for the 2017/18 work programme but was recommended to be deferred until 2018/19 and was	SD Tom Pike, AD Communities & Neighbourhood, Rob Gregory, Portfolio Holder for Environment & Regeneration, Cllr John Gardner		(i) Would likely require a number of meetings, to be determined – (typically this would be 4 – 6 meetings) (ii) Full scope (iii) Officer report presentation leading to interviews with officer	Comment from SD Matt Partridge and agreed by Tom Pike and Chair – In discussion with the Chair it was agreed that this item should be picked up by the	Deleted from the work programme and picked up by CSC	Chair agrees that this item will be deleted and picked up by the CSC

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subsequently agreed in March 2018 to remain on the programme.			Neighbourhood Wardens/ Exec Member and local businesses/ Shops (iv) Neighbourhood Maintenance involving friends of groups and residents taking on their own patch. Focus on lessons learned from first phase of CNM programme	CSC who are looking at Community Neighbourhood Management		
Update on refurbishment of Middle Row and other public toilets	Assistant Director (Stevenage Direct Services), Craig Miller, Portfolio Holder for Environment & Regeneration, Cllr John Gardner	June/July 2018	Likely to be a single meeting or an item on an agenda	The Assistant Director can supply a presentation on the works on middle row as a single item on an agenda	Yes will be delivered in 2018/19	
Review on Licence to Occupy procedures to the Committee for consideration	Assistant Director (Stevenage Direct Services) Craig Miller, Portfolio Holder for Environment & Regeneration, Cllr John Gardner	Sep/Oct 2018	Likely to be a single meeting or an item on an agenda	The Assistant Director can supply a presentation on the Officer review as a single item on an agenda	Yes will be delivered in 2018/19	

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Members' briefing on the local economy – This will now be considered as part of the Policy Development of the BTC contract in Aug/Sep 2018	Assistant Director (Planning & Regulatory) Zayd Al-Jawad, Portfolio Holder for Economy , Enterprise & Transport, Cllr Ralph Raynor		Will take place alongside policy development of BTC	The Assistant Director (Planning & Regulatory) suggested that this could be combined with the BTC contract at the end of 2018	When combined with the BTC contract will this now be taken as a policy development item and removed as a scrutiny item	
Cycling strategy briefing for Members	Assistant Director (Planning & Regulatory) Zayd Al-Jawad, Portfolio Holder for Economy , Enterprise & Transport, Cllr Ralph Raynor	?	Likely to be a single meeting or an item on an agenda	The Assistant Director (Planning & Regulatory) has stated that he can do a focused item or separate member briefing which could cover the cycle network maintenance, events and Planning and Regeneration issues	Medium	
Neighbourhood Wardens briefing for Members – This item will be addressed by	Assistant Director (Community & Neighbourhoods) Rob Gregory,	?	Likely to be a single meeting or an item on an agenda	The CSC can be invited to address the following issues This session could	Delivered as part of the CSC Community Neighbourhood	

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the CSC within its Community Neighbourhood Management scope.	Portfolio Holder for Neighbourhoods and Co-operative Council Cllr Simon Speller			cover where we are now? Where the Neighbourhood Wardens work and what their work is? With links to	Scope in 2018/19		
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	Enforcement Scoping details (whether full scope or simple scope required)	Other details	Comment by lead Assistant Director/ Deputy
<u>Monitoring of the Indoor Market Review</u> a partial review to be carried out around <u>September 2018</u> (six months after	Assistant Director (Stevenage Direct Services) Craig Miller, Garages and Markets Manager, Carlo Perricone, Portfolio Holder for Resources Cllr Joan Lloyd	December 2018 (6 month review following the Exec Member Response and a full review of	2 meetings identified	2 separate meetings to review progress of the agreed recommendations as an item on an agenda	Not required		

the Exec Member Response) and a full review to be done in 12 months – <u>March 2019</u>		the recommendations 12 months later March 2019)					
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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
Parking Management rebrand this as Living Streets	Tom Pike SD/ Zayd Al-Jawad AD /Robert Woodisse, Exec	This item was taken to 13 June 2018 agenda as an	Ideally one meeting	Opportunity for Executive Portfolio Holder to meet with officers and		These meetings are informal, however Constitutional Services are	The Assistant Director (Planning & Regulatory) stated that he is

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	Portfolio for Environment & Regeneration, Cllr John Gardner	informative discussion item ahead of a report to Council in July 2018		Scrutiny Members to discuss content and shape of a Policy document before it is finalised in order to shape the final outcome		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.	investigating Living Streets/Home Zones in line with discussions with the Leader (an example of this work is at Waltham Forest)
BTC Contract Renewal	Tom Pike SD, Zayd Al-Jawad AD, Exec Portfolio for Economy, Enterprise & Transport, Cllr Ralph Raynor	Aug /Sept 2018 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.	Can combine with a Briefing on the local economy
Stevenage Direct Services Business Unit Review – Combined session on	Tom Pike SD/ AD Stevenage Direct Services, Craig Miller/ Exec	Sep/Oct 2018 2018/2019 for Policy Development	Ideally one meeting	Opportunity for Executive Portfolio Holder to meet with officers and		These meetings are informal, however Constitutional Services are	

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Grounds Maintenance/Refuse & Waste(exceptions for refuse collections)/Recycling	Portfolio for Environment & Regeneration, Cllr John Gardner	meeting. (Date to be agreed with all parties)		Scrutiny Members to discuss content and shape of a Policy document before it is finalised in order to shape the final outcome		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.	
Trees Policy	Tom Pike SD/ AD Stevenage Direct Services, Craig Miller/ Exec Portfolio for Environment & Regeneration, Cllr John Gardner	(possibly Wed 20 Feb 2019) Feb/March 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.	The AD (Stevenage Direct Services) is looking at options to develop the service including commercial opportunities to broaden the service available to residents
Bus Interchange (subject to the delivery of Town Centre Regeneration)	T Pike SD/ Zayd AD /R Woodisse, AD Regeneration Pat Lewis/ Kevin	Nov/Dec 2018 2018/2019 for Policy Development	Ideally one meeting	Opportunity for Executive Portfolio Holder to meet with officers and		These meetings are informal, however Constitutional Services are	

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	Langley Portfolios for Env & Regen, & Econ Ent & Travel	meeting. (Date to be agreed with all parties)		Scrutiny Members to discuss content and shape of a Policy document before it is finalised in order to shape the final outcome		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.	
Transport Strategy	T Pike SD/ Zayd AD /R Woodisse, Portfolios for Env & Regen, & Econ Ent & Travel	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.	