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<b>Lead AD</b>	<b>AD (Stevenage Direct Services) Craig Miller</b>
<b>Deputy</b>	<b>AD (Planning &amp; Regulatory) (Interim - Chris Berry) Zayd Al-Jawad</b>
<b>Chair</b>	<b>Cllr Michael Downing</b>

**Environment & Economy Select Committee Scrutiny Work Programme 2019-20**  
(Including main review items, one-off meetings, statutory and standing items, review revisits and policy development items)

<b>Scrutiny Review items 2019/20:</b> (Priority of potential scrutiny review items High/Medium/Low and suitability in 2019/20)	<b>Strategic Director, Assistant Director, Lead Officer(s) &amp; Portfolio Holder</b>	<b>Provisional meeting date(s) identified</b>	<b>Other details: i.e. (i) Number of meetings item can be covered in? (ii) Whether scoping required? (iii) Expectation/ style of meeting &amp; (iv) other details</b>	<b>Comment by lead Assistant Director/Deputy</b>	<b>SD/AD Comment - Likelihood of being delivered in 2019/20?</b>	<b>Chair/ Vice-Chair Preference &amp; Priority</b>
(High Priority) <u>Local Neighbourhood Centres</u> – A review would provide an opportunity to align the Asset Management Strategy, which is working through the Locality Reviews, with the same process.	SD Tom Pike, ADs Finance & Estates, Housing Development, Communities & Neighbourhoods & Stevenage Direct Services.	Start in the Autumn 2019. (Sep/Oct)	(i) Would require a number of meetings, to be determined – (typically this would be 4 – 6 meetings) (ii) full scope required (iii) Officer report/presentation leading to interview with officers/Exec Member/Users	This could be the main review for the year.	Yes will be delivered in 2019/20	The Chair has agreed that this would be the main review item.
(Medium Priority)	AD Stevenage	Possibly	(i) Would require a number	This work would link	Yes, could be	The Chair is

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Leisure Facilities and Parks at <u>Fairlands Valley Park</u> - linked to <u>Parks &amp; Open Space Strategy</u> - To provide a progress report following the proposed improvements to <u>Fairlands Valley Park</u> offer in summer 2019.	Direct Services, Craig Miller, AD Communities & Neighbourhoods Rob Gregory, Portfolio Holder for Children, Young People and Leisure Cllr Richard Henry, Portfolio Holder for Environment & Regeneration, Cllr John Gardner	conducted over 2 meetings. 1 <sup>st</sup> meeting in Nov 2019 and a further meeting in Feb 2020	of meetings, to be determined (ii) full scope required (iii) Officer report/presentation leading to interview with officers/Exec Member/Users(if identifiable)	to the Parks and Open Space Strategy to be progressed by the E&E Select Committee and the discreet area of FVP to be progressed by the CSC. A strategic view of the town's leisure facilities and parks including its formal and informal users and groups	delivered in 2019/20. This piece of work would need to co-ordinate with the wider review that the CSC are undertaking into Sports & Leisure Opportunities across the town.	keen to pursue this issue.
(Medium Priority) Rail Timetable and 5 <sup>th</sup> Platform Update for Stevenage Rail Station.	AD Planning & Regulatory Chris Berry/Zayd Al-Jawad – Portfolio Holder for Econ , Enterprise & Travel, Cllr Lloyd Briscoe	Possibly late July 2019 following the May 2019 timetable upgrade (but dependent on getting GNER specifically & the other parties' availability).  Date options under consideration 23,	(i) This would be carried out in one meeting, (ii) a formal scope would not be required (iv) representation from GNER would be required along with GTR, Network Rail & HCC Transport.	This meeting would provide a further opportunity to keep dialogue open with the rail companies regarding local services and updates on the 5 <sup>th</sup> platform and temporary bus service for the Hertford Loop.		The Chair is keen to follow up the session held in Oct 2018. The initial reason was to support a rail user group, this is now unlikely but the importance of these rail developments

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		25 or 29 July 2019.				are strategically important to the town.
<u>(Medium Priority) Post Office provision across the town</u>	SD Tom Pike, AD Stevenage Direct Services, Craig Miller/ Portfolio Holder for Environment & Regeneration, Cllr John Gardner	Summer 2019 – Scrutiny Officer to liaise with Sub Post Offices and WH Smith regarding attending a meeting.	(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). Agreed that this should be a single meeting with scope presented to E&E Committee.	Tom Pike Strategic Director has stated that this is an issue of interest to Members and local residents but is not a Council service.	This can be achieved so long as the relevant parties can attend a one-off meeting.	The Chair is keen to have a one off meeting in 2019/20.
<u>(Medium Priority) Emerging Transport Strategy (to include an update on the cycling strategy)</u>	SD Tom Pike, AD (Planning & Regulatory) Chris Berry/Zayd Al-Jawad, Portfolio Holder for Environment & Regeneration, Cllr John Gardner	Summer 2019	(i) This could be covered in one meeting, (ii) no specific scrutiny scope required		Should be considered in 2019/20.	
(Priority unclear as item was considered at an Extraordinary	Assistant Director (Planning & Regulatory), Chris	?	As this issue is now being considered at an extraordinary meeting of	A copy of the 2009 Council Climate Change document		

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Council meeting in June 2019) Item on Climate Change Strategy	Berry/Zayd Al-Jawad, Portfolio Holder for Environment & Regeneration, Cllr John Gardner		Council any resulting actions will be picked up by officers and partners. Members are invited to consider if a separate E&E review is now helpful.	will be circulated to Members and will be discussed at a future meeting.		
(Low Priority) Update on review of Maintenance of Trees, Hedges and Shrub beds	Assistant Director (Stevenage Direct Services) Craig Miller, Portfolio Holder for Environment & Regeneration, Cllr John Gardner	Q3 – (to be scheduled in Oct/Nov/Dec)	Likely to be a single meeting or an item on an agenda	The Assistant Director can supply an update as an item on an agenda	Lower Priority but will be delivered in 2019/20	
(Low Priority) Update on the 2016 Business Technology Centre Review	Assistant Director (Planning & Regulatory) Chris Berry/Zayd Al-Jawad, Portfolio Holder for Economy , Enterprise & Transport, Lloyd Briscoe	Possible January 2020 – considering delivery of the new WENTA contract (July 2019)		The Assistant Director (Planning & Regulatory) can update Members on the agreed contract renewal and expected outputs from the new contracts.	Lower Priority but will be delivered in 2019/20. With prior arrangement with WENTA they can be invited to collect this data to bring to a meeting in January 2020.	

<b>Policy Development Items:</b>	<b>Strategic Director, Assistant Director, Lead Officer(s) &amp; Portfolio Holder</b>	<b>Provisional meeting date(s) identified</b>	<b>Number of meetings item can be covered in?</b>	<b>Expectation/Style of meeting</b>	<b>Scoping details (whether full scope or simple scope)</b>	<b>Other details</b>	<b>Comment by lead Assistant Director/ Deputy</b>
Design Guide Supplementary Planning Document (SPD) (Scheduled for Executive in July 2019)	Tom Pike SD/ Zayd Al-Jawad AD /Robert Woodisse, Exec Portfolio for Environment & Regeneration, Cllr John Gardner	A date to be agreed in 2019 for Policy Development meeting.	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 will now clerk these meetings, but will need prior notice and input from the ADs in advance of these meetings.	
Parking Supplementary Planning Document (SPD) to be scheduled for the	Tom Pike SD, Zayd Al-Jawad AD, Exec Portfolio for Economy,	A date to be agreed in 2019 for Policy Development meeting.	Ideally one meeting	Opportunity for Executive Portfolio Holder to meet with officers and Scrutiny Members		These meetings are informal, however Constitutional Services will now	

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Executive in 2019/20	Enterprise & Transport, Cllr Lloyd Briscoe			to discuss content and shape of a Policy document before it is finalised in order to shape the final outcome		clerk these meetings, but will need prior notice and input from the ADs in advance of these meetings.	
Review of Bring Back Recycling Sites – (Scheduled for Executive in July 2019)	Tom Pike SD/ AD Stevenage Direct Services, Craig Miller/ Exec Portfolio for Environment & Regeneration, Cllr John Gardner	A date to be agreed in June 2019 for Policy Development meeting.	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 will now clerk these meetings, but will need prior notice and input from the ADs in advance of these meetings.	
Economic Development Strategy to be scheduled for the Executive in 2019/20	Tom Pike SD, Zayd Al-Jawad AD, Exec Portfolio for Economy, Enterprise & Transport, Cllr Lloyd Briscoe	A date to be agreed in 2019 for Policy Development meeting.	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		These meetings are informal, however Constitutional Services will now clerk these meetings, but will need prior notice and input from the ADs in advance of	

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				the final outcome		these meetings.	
Town Centre Parking Strategy to be scheduled for the Executive in 2019/20	Tom Pike SD, Zayd Al-Jawad AD, Exec Portfolio for Economy, Enterprise & Transport, Cllr Lloyd Briscoe	A date to be agreed in 2019 for Policy Development meeting.	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 will now clerk these meetings, but will need prior notice and input from the ADs in advance of these meetings.	