

Committee: Annual Council
Date: 12 May 2009
Title: Review of Working Groups
Author: Maggie Cox – Democratic Services officer

Agenda Item

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Item for decision

Name of Group	Purpose/Remit	Members	Committee responsible	Lead Officer	Comments	RECOMMENDATION
Community Achievement Panel	To oversee the organisation of the Community Achievement Awards scheme and make recommendations on the recipients of those awards	6	Community & Housing	TBA	Meets bi –annually. Meeting due in 2009	Reappoint – review 18 May 2010
Constitution Working Group	To keep the working of the council's constitution under review and make recommendations from time to time to the council on potential improvements.	8	Council	Michael Perry		Reappoint –Review 18 May 2010
Electoral arrangements Task Group	To deal with the detailed consideration of all electoral, polling and community governance reviews on behalf of the Finance and Administration Committee and to make suitable recommendations to that Committee as appropriate.	5	Finance and Admin	Peter Snow	Work will be ongoing – review electoral arrangements prior to 2011 and further electoral reviews. Review of RO fees in Autumn.	Reappoint as a Working Group Review 18 May 2010

Housing Initiatives Task Group	To meet as and when required to discuss specific housing issues and where necessary to make recommendations to the Community and Housing Committee.	6 +2 tenant reps	Community& housing	Roz Millership	Possibility of Housing Committee considered by Constitution working group on 13 Oct 2008. Agreed that Task Group should continue in its present form. The work is ongoing and the group will be needed in 2009/10	Reappoint as working group - Review 18 May 2010
IT Working Group	To advise officers on the development of the Council's IT practice and strategy.	5	Finance and Admin	Adrian Webb	Continue to meet 4 times a year	Reappoint - Review 18 May 2010
Local Development Framework Task Group	To give advice and guidance to officers in progressing the Local Development Framework	6	Environment	Roger Harborough	The Task group is progressing in accordance with the LDS and the task group will be needed in 2009/10.	Reappoint as working Group – Review 18 May 2010
Local Joint Committee	To meet jointly with trade union representatives on matters of employment relations.	3	Council	John Mitchell		Reappoint – Review 18 May 2010
Museum Management Working Group	To oversee the management of the Saffron Walden Museum in conjunction with the Museum Society	4 including Chair and Vice Chair of C and H cttee)	Community& housing	Carolyn Wingfield		Reappoint – Review 18 May 2010

Museum Resource Centre Project Team	To oversee the project for the creation of the Heritage Quest Centre as a resource centre for the Saffron Walden Museum	5	Community& Housing	Carolyn Wingfield	Work to oversee the project is continuing will be required for 2009/10	Reappoint – Review 18 May 2010
Olympics 2012 Task Group	To consider and, as appropriate, recommend to the Council action to be taken on potential opportunities and developments associated with the Olympics 2012 in order to maximise the benefit for the district of Uttlesford.To act as ambassadors during the run up to the Olympics 2012.	5	Community& Housing	Gaynor Bradley	Has not met due to lack of staffing resources. New joint post within leisure and community will support the group in 2009. Work of the group will be ongoing to 2012.	Reappoint as a working Group– Review 18 May 2010
Risk Management Steering Group	To approve the Council's Risk Management Strategy and promote best practice framework that embeds risk management at the council. To monitor and review the Council's risk management strategy, the Council's various risk registers and the Council's business continuity arrangements	2	Performance Select	Sheila Bronson	Continue to meet 4 times a year.	Reappoint - Review 18 May 2010

Saffron Walden Town Centre Working Group	To encourage and sustain the environmental quality, vitality, and safety of Saffron Walden Town Centre	8	Environment	Roger Harborough	Work will continue in 2009/10 as current projects are completed and new issues are addressed.	Reappoint - Review 18 May 2010
Stansted Airport Advisory Panel	Form an overview of policy and operational issues in relation to Stansted Airport to support the work of the Council's policy committee Monitoring the activities of the airport in the interests of the people of the district Monitoring the implementation of Section 106 agreements and related undertakings by BAA and others; Reviewing and anticipating future developments at the airport and in aviation policy.	11	Council	Roger Harborough	The work of the group will continue in 2009/10 as BAA prepares for the compulsory sale of the airport, Nats consults on further options for air space management change and the G2 inquiry programme is confirmed.	Reappoint – Review 18 May 2010
Strategic Partnerships Reference Group	To oversee Member involvement in the Essex Partnership, Uttlesford Futures and related partnership bodies. To monitor the progress of partnership working in general and on the work surrounding the LSP and the Local Area Agreement in particular.	6	Council	John Mitchell		Reappoint – Review 18 May 2010

Uttlesford Transport Forum	To bring together operators and delivery agencies to achieve practical service improvements in public transport within Uttlesford.	5	Uttlesford Futures	Jeremy Pine	Now part of the transport group of the Local Strategic partnership	Reappoint – Review 18 May 2010
Waste Strategy project Team	To oversee the joint arrangements between collection and disposal authorities. It also oversees the delivery of Uttlesford's Recycling Strategy and ongoing review of Street Cleansing.	6	Environment	Diane Burridge	The work of the group will be ongoing in 2009/10	Reappoint as a working group– Review 18 May 2010