

REVIEW OF WORKING GROUPS 2010/11

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 and Housing	Gaynor Bradley	Now meets biannually	Continue – review at Annual Council 24 May 2011
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.	6	Council	John Mitchell	Work ongoing in light of new committee structure	Continue – review Annual Council 24 May 2011
Electoral arrangement Working 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 Administration	Peter Snow	The following reviews to be completed in 2010/11. 1) Stansted boundary review 2)Returning officer fees 3) Community Governance review for Rochford Nurseries 4) Polling district review	Continue – review Annual Council 24 May 2011

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Name of Group	Purpose/Remit	Members	Committee responsible	Lead Officer	Comments	RECOMMENDATION
Housing Initiatives Working 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 and Housing	Roz Millership	Currently carrying out a review of the allocations scheme, expanding CBL – programme of work agreed for next year	Continue – review Annual Council 24 May 2011
IT Working Group	To advise officers on the development of the Council's IT practice and strategy.	5	Finance and Administration	Adrian Webb	Programme of work complete. IT matters to be considered by F and A Committee	Discontinue
Local Development Framework Working Group	To give advice and guidance to officers in progressing the Local Development Framework	5	Environment	Roger Harborough	Work of the group ongoing	Continue – review Annual Council 24 May 2011
Local Joint Committee	To meet jointly with trade union representatives on matters of employment relations.	3	Council	John Mitchell	Work of the group ongoing	Continue – review Annual Council 24 May 2011
Museum Management Working Group	To oversee the management of the Saffron Walden Museum in conjunction with the Museum Society	4 (inc. Chair and Vice Chair of C and H)	Community and Housing	Carolyn. Wingfield	Essential role in Museum's accreditation scheme	Continue – review Annual Council 24 May 2011

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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 and Housing	Carolyn Wingfield	Project ongoing, brings together wider group of members, Museum Society reps and officers than MMWG	Continue – review Annual Council 24 May 2011.
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	Gaynor Bradley	There are issues around funding and staff resources that need to be resolved	Continue – review Annual Council 24 May 2011
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 risk management strategy, the Council's various risk registers and the Council's business continuity arrangements	2	Performance Select	Sheila Bronson	Work absorbed within the Performance Select Committee	Discontinue

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Saffron Walden Town Centre WG	To encourage and sustain the environmental quality, vitality, and safety of Saffron Walden Town Centre	6	Environment	Roger Harborough	The work of the group has been completed	Discontinue
Stansted Airport Advisory Panel	<p>Form an overview of policy and operational issues in relation to Stansted Airport to support the work of the Council's policy committee</p> <p>Monitoring the activities of the airport in the interests of the people of the district</p> <p>Monitoring the implementation of Section 106 agreements and related undertakings by BAA and others;</p> <p>Reviewing and anticipating future developments at the airport and in aviation policy.</p>	12	Council	Roger Harborough	Issues ongoing	Continue – review Annual Council 24 May 2011

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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	The group has not been required and has not met for the last 3 years	Discontinue
Uttlesford Transport Forum	To bring together operators and delivery agencies to achieve practical service improvements in public transport within Uttlesford.	4	Uttlesford Futures	Jeremy Pine	Work ongoing	Continue – review Annual Council 24 May 2011e
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 implementation of the review of Street Cleansing.	6	Environment	Diane Burridge	Work ongoing – exploring options for partnership working	Continue – review Annual Council 24 May 2011