SCRUTINY COMMITTEE WORK PROGRAMME 2018/19   SUGGESTED TOPICS

	Topic	Reason for review	Scrutiny Action(s):	Notes
1.	**Recycling**	Understanding reasons for failing rates and impact on the MTFS Inform Council when making decisions about future recycling	**Consider:** What the performance is today What the market situation is **Required:** Status report from Street Services. To include the current service performance, costs, market situation and risks (financial and otherwise). Report to determine state of service – what is the contamination situation, what's the potential for improving the service compared to where we are now. Solutions to problems should not be identified at this stage, just details of the issues. If remedial work is underway in some areas then this should be identified and progress determined. **Further action:** Develop a Scoping Report	Initial report considered at 1/5/18 Scrutiny Committee. Further report requested covering proposed education programme. On agenda for 25/9/18 meeting
2.	**Investment Strategy**	To understand the Council's approach to large scale investment projects	**Consider:** The criteria in place for making investments to secure the Council's long term economic stability **Required:** Status Report from Commercial Team To include an overview of the Strategy and the decision-making process and an update on the investments made or proposed over the last two or three years, e.g. CRP and commercial opportunities. Return for UDC Is there sufficient audit and governance in place to ensure minimisation of loss and waste **Further action:** TBC	On agenda for 25/9/18 meeting
3.	**Large Scale Grants**	To understand the Council's approach to the allocation of large scale grants	**Consider:** The process for the allocation of large scale grants **Required:** Status Report from Lead Officers of projects To include an overview of the allocation process and an update on the grants that have been made or proposed e.g. Carver Barracks, Broadband, Stansted College etc. **Further action:** TBC	

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4.	**Section 106**	To understand if s106 process is being applied effectively	**Consider:** Effectiveness of S.106 agreements. Is now the time for the council to adopt CIL? **Requirement:** Informally ask whoever is recruiting 106 Officer what are the terms of reference. A full review of the process is required. **Further Action:** TBC	At 1/5/18 Scrutiny Committee meeting, a presentation /report outlining differences between S106 and CiL and the advantages/ disadvantages of each was requested. With Chairman's agreement this has been moved to 20/11/18 meeting
5.	**Social/ Affordable Housing**	What can/can't we deliver with regards to the allocation of Social/Affordable Housing in new developments	**Consider:** Council in a situation now where it isn't able to meet the needs of everyone who wants a home. That will change over a period of time due to local plan, the rate of house building increasing, more people moving to district etc. Need to identify what groups of people we are expecting to move into District? Are we developing new housing for them e.g. people who work at the airport can live closer to their work-place. Is there going to be a rebalancing of the demographics? Have to know what the need is and work out if we are providing for that need or continuing with 40% affordable policy. Should we be considering alternatives to Right to Buy such as housing associations/local housing companies? How is percentage allocation calculated? What are others doing? A clear definition is needed to inform Housing policies. **Requirement:** Scoping Report from Housing **Further Action:** TBC	Scoping document taken to 1/5/18 Scrutiny Committee. Update on meetings reported at 18/6/18 meeting. Final report on agenda for 25/9/18 meeting
6.	**Airport Parking**	Understand the limitations/ opportunities for the	**Consider:** Enforcement capability under legislation Planning controls	Timetabled for 25/9/18 meeting.

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		council in addressing airport related parking issues	How is it managed beyond the council? Contract to agency? **Required:** Status Report from Environmental Health Report to include council's enforcement responsibilities and capability and details of any new byelaws which could impact. **Further Action:** TBC	Subsequently moved with Chairman's agreement to 20/11/18 because of discussions going on elsewhere

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7.	**Review of Cabinet system**	Understand its effectiveness in UDC	**Consider:** Is the Cabinet system the right system for UDC? If not, why not? **Requirement:** Scoping Report from Democratic Services? Ask LGA about trends at other authorities. Completion by end 2018/19 before new council. **Further Action:** TBC	
8.	**Street cleaning/ littering**	Area of concern for public - Pride in Place initiative	**Consider:** Will the Council's Pride in Place initiative achieve meaningful outcomes? What is being done at the moment? Cleanliness of public spaces, how clean are our streets? How often are they cleaned? How do we compare with other districts? How are resources allocated? **Requirement:** TBC **Further Action:** TBC	It was commented at Scrutiny Committee on 27/3/18 that this had already been the subject of a Scrutiny review
9.	**Energy efficiency of council homes**	Has the council reached the limits of what it can achieve in making council housing energy efficient?	**Consider:** What energy efficiency schemes/projects does/has the council run? Why is budget now zero? What have been the CO2 reductions over time? Do we educate our Tenants? What more could be done? **Requirement:** Status Report **Further Action:** TBC	
10.	**Economic Development Strategy**	Mid-year review of progress against action plan	**Consider:** Progress against actions Constraints in progressing actions (where	

			relevant). Priorities. **Requirement:** TBC **Further Action:** TBC	

	Topic	Reason for review	Scrutiny Action(s):	Notes
11.	**Corporate Plan Delivery Plan**	Review progress of actions	**Consider:** Review of 2018/19 CPDP Q2 actions status at November meeting **Requirement:** TBC **Further Action:** TBC	
12.	**Day Centres**	Review of plans for new operating models to deliver best possible service	**Consider:** How the Council aims to maintain and improve day centre service provision. **Requirement:** End of year status report for March 2019 meeting **Further Action:** TBC	It was commented at Scrutiny Committee on 27/3/18 that this had already been the subject of a Scrutiny review Annual summary report timetabled for 21/3/19 meeting
13.	**Email**	Member of staff said he received 200+emails a day	**Consider:** Time wasted? Right to disconnect Increase staff efficiency and well being **Requirement:** TBC **Further Action:** TBC	
14.	**'Charitable' giving**	How much do we give to charity/voluntary sector/profession	**Consider:** Process Service level agreement	

		al bodies	Aligns with corporate plan Governance Ensure taxpayers money is equitable and give good value for money **Requirement:** TBC **Further Action:** TBC	
15.	**Budget Role of Scrutiny**	Scrutiny and GAP review the 'Budget'	**Consider:** Why duplicate? Scrutiny could be critical friend, GAP could take on 'corporate scrutiny' **Requirement:** TBC **Further Action:** TBC	
16.	**Business development**	How the council helps businesses in the district	**Consider:** Value for money Audit trail Evidence of impact Audit and Governance can ensure minimisation of loss and waste **Requirement:** TBC **Further Action:** TBC	
17.	**Statutory/ Non-statutory service review.**	Understanding of which services provided by the council are statutory	**Consider:** Awareness when Council is judging service provision **Requirement:** TBC **Further Action:** TBC	
18.	**Relevant and relative responsibilities of Scrutiny and GAP**	Clarity around roles of both committees – when does one committee refer an item to the other?	**Consider:** Both committees working effectively for the benefit of the community. **Requirement:** TBC **Further Action:** TBC	