

## Neighbourhoods Select Committee (Chairman – Cllr Bedford) Work Programme 2017/18

Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
(1) Neighbourhoods Directorate Business Plan 2018/19	20 March 2018	Presentation by all relevant Portfolio Holders. <b>(COMPLETED)</b>	27 June 2017; 19 September 2017; 21 November 2017; 30 January 2018; 20 March 2018.
(2) KPIs 2016/17 – Outturn Review	First meeting of each municipal year	Outturn KPI performance report for 2016/17 - went to 27 June 2016 meeting <b>(COMPLETED)</b>	
(3) KPIs 2017/18 - Quarterly Review	Quarterly	Review of quarterly performance: Q1 in September 2017 <b>(COMPLETED)</b> Q2 in November '17 <b>(COMPLETED)</b> Q3 in March '18 <b>(COMPLETED)</b>	
(4) Corporate Plan Key Action Plan 2016/17 – Outturn Review	First meeting of each municipal year	Outturn Key Action Plan 2016/17 performance - went to 27 June 2017 meeting <b>(COMPLETED)</b>	
(5) Corporate Plan Key Action Plan 2017/18 – Quarterly Review	Quarterly	Review of quarterly performance: Q1 September 2017 <b>(COMPLETED)</b> Q2 November 2017 <b>(COMPLETED)</b> Q3 March 2018 <b>(COMPLETED)</b>	
(6) Transformation Projects – relevant to this Committee.	As appropriate.	Details of relevant new transformation projects to be submitted to the relevant SC for scrutiny.	
(7) Transformation Projects – closure and benefits reports	As appropriate.	That any Directorate appropriate project closure and benefits realisation reports be submitted to this SC for information.	
(8) Local Plan – to receive regular updates on the current position	Update to go to each meeting	Committee to keep a watch in brief on the position of the District's Local Plan.	

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(9) Environmental Enforcement Activity	March 2018	(a) Annual report to Committee. <b>(COMPLETED)</b>	
(10) Green Corporate Working Party – to receive progress report	As appropriate: June 2018	(a) To monitor and keep under review the Council's progress towards the development and adoption of a corporate environmental policy / energy strategy. (b) To receive Officer full progress report ( <u>not</u> Minutes). Next <u>full</u> report due of 5 March 2018 meeting.	
(11) Environmental Charter – to receive an annual update	June 2017	At their meeting on 28 June 2016 the Committee agreed to receive an annual update of the Council's Environmental Charter <b>(COMPLETED)</b>	
(12) Licenced Taxi Drivers – review of arrangements	June 2018	Item from the O&S Co-ordinating Group	
(13) Off-Street Parking Service – yearly review	June 2018	To review on an annual basis the off-street parking service upto 31 March 2018. The contract with NSL started April 2017.	
(14) Leisure Management Contract	As appropriate: November 2018	To review the Council's leisure contract with Places for People Leisure (PfP). Next meeting to be held on 27 September 2018.	
(15) Emergency planning – to report on the Council's emergency response systems and emergency housing arrangements	June 2018	(a) Following the Grenfell Tower Fire – to consider our procedures. (b) To receive a Fire Risk Assessment report for the Townmead Depot, Waltham Abbey. (c) To receive a report on the Council's emergency planning procedures	

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(16) Land Drainage Officer, Technical Services Directorate	January 2018	Invitation to attend – to report on the various land drainage and flood matters with which officers are involved. <b>(COMPLETED)</b>	
(17) Air Quality Officer	June 2018	Invitation to attend.	
(18) Public Health Officer	June 2018	Invitation to attend – to report on: (a) How the team works and which departments come under Public Health; (b) How to raise the profile; (c) Trends; and (d) Identification of hazards.	
(19) Health and Safety Policies	June 2018	To review any aspect of the Council's Health and Safety Policies (if appropriate).	