

		AGENDA ITEM 6
		PSEG/09/13
Committee:	Place Services and Economic Growth Scrutiny Committee	
Date:	24 October 2013	
WORK PROGRAMME AND UPDATES		
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The purpose of this report is to set out the latest activity being taken in respect of the Committee's work programme.

Task and Finish Groups

The following Task and Finish Groups are currently in the process of being set up:

- Financial Inclusion. The membership comprises Councillors Grundy, Hedley, Kendall, and Walsh.
- Off Site Emergency Planning Arrangements around COMAH sites in Essex. The membership is to be confirmed.
- Part Night Lighting. The membership is to be confirmed.
- Parking Partnership. This is the subject of a briefing elsewhere in this agenda.

Economic Growth Strategy

At the Committee's next activity day on 28 November there will be an in depth briefing upon the portfolio of the Cabinet Member for Economic Growth and Infrastructure and, in particular, the Economic Growth Strategy.

Action required by Committee

The Committee is asked to note the evolving work programme, and Members are encouraged to engage positively in the various task and finish group activity now being planned.

Appendix

Preliminary work programme of the Place Services and Economic Growth Scrutiny Committee: Forward Look for 2013/ 2014 (as at 14 October 2013)

Meeting	Topic	Approach	Current status
2013			
<i>TFG – Task and Finish Group</i>			
22 October	<i>Highway Winter Service Seminar</i>	<i>Promoted by Cabinet Member and therefore not a Committee event. However, Members are encouraged to attend as topic falls within remit of Committee</i>	<i>Not part of Committee's formal programme of activity.</i>
24 October	Committee Pre Meeting prior to formal meeting	Informal forum for Members to actively participate in planning of committee activity	
24 October	Work Programme	Regular progress report	Update
	Parking Partnerships	Introductory briefing on topic prior to establishing a task and finish group to plan and undertake scrutiny review	New review
24 October	<i>Site visit Trading Standards Offices</i>	<i>Visit designed for Members to find out first hand about service that falls within Committee's remit</i>	
October/ November TBC	Part Night Lighting Task and Finish Group	Formation of TFG agreed by Committee Minute 7/ September 2013	TFG in process of being set up, and first meeting arranged
October/ November TBC	Financial Inclusion: Task and Finish Group	Formation of TFG agreed by Committee Minute 6/ September 2013	First meeting to be arranged
October/ November TBC	COMAH Task and Finish Group	Formation of TFG agreed by Committee Minute 5/ September 2013	TFG in process of being set up, and first meeting

			arranged
<i>November TBC</i>	<i>Parking Partnership Task and Finish Group</i>	<i>Initial meeting of TFG to plan review and draft scoping document for Committee's formal approval</i>	<i>Dependent on outcome of Committee meeting on 24 October</i>
28 November Informal full day meeting	Briefing Cllr Bentley/ Economic Growth and Infrastructure	Briefing on the Economic Growth Strategy and Scrutiny Action Learning on NEETS issue	
19 December	Waste disposal and Recycling Centres for Household Waste Service	Introductory briefing on topic prior to establishing a task and finish group to plan and undertake scrutiny review	New review
<i>Late 2013/ Early 2014</i> <i>Two dates TBC</i>	<i>Government Consultation on Aviation Policy</i>	<i>Separate site visits to Southend and Stansted Airports to gather evidence to inform consideration of Government Consultation</i>	<i>Evidence gathering</i>
January/ February	Various Task and Finish Group activity		Evidence gathering
Early 2014	Integrated Passenger Transport	Introductory briefing on topic to be designed to assist the Committee to prior to establishing a Task and Finish Group to plan and undertake scrutiny review	Potential new review
27 February	Government Consultation on Aviation Policy	Await Commission's formal consultation on interim report	Timing dependent on Government consultation timetable

TASK AND FINISH GROUP ACTIVITY

Task and Finish Groups			
	Membership	Status	Planned Activity
Financial Inclusion	Cllrs Grundy, Hedley, Kendall, Walsh	Objective to cross examine Cabinet response to recommendations set out in Scrutiny Report	October/ November
Off Site Emergency Planning Requirements around COMAH sites		Objective to cross examine outstanding response to recommendations set out in Scrutiny Report	October/ November
Parking Partnerships		To be set up in October 2013 to plan and take forward review	Autumn 2013/ Winter 2014
RCHW Service		To be set up to plan and take forward new review in the New Year	Winter/Summer 2014
Part Night Lighting		Objective to undertake review in line with Committee decision Minute 7/ September 2013	October/ November

Please note that the TFGs will have to identify timetables for their activities that will have to be managed within overall resource available.