

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	27 June 2017; 19 September 2017; 21 November 2017;
(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 (COMPLETED)	30 January 2018; 20 March 2018.
(3) KPIs 2017/18 - Quarterly Review	Quarterly	Review of quarterly performance: Q1 in September 2017; (COMPLETED) Q2 in November '17; (COMPLETED)	
		Q3 in March '18	
(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 (COMPLETED)	
(5) Corporate Plan Key Action Plan 2017/18 – Quarterly Review	Quarterly	Review of quarterly performance: Q1 September 2017; (COMPLETED) Q2 November 2017; (COMPLETED)	
		Q3 March 2018.	
(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) To receive regular updates on the current position of the Local Plan	Update to go to each meeting	Committee to keep a watch in brief on the position of the District's Local Plan	

As at January 2018

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(9) Environmental Enforcement Activity	March 2018	(a) Annual report to Committee. (b) Neighbourhoods (D Macnab) to co-ordinate with PR to raise public awareness and increase publicity of successful prosecutions.	
(10) To receive progress report of the Green Corporate Working Party	As appropriate. Next due January 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 progress report (<u>not</u> Minutes). (Last update on current position received from meeting held on 5 September, next meeting to be held on 5 December 2017).	
(11) To receive an annual update on the Environmental Charter	June 2017	At their meeting on 28 June 2016 the Committee agreed to receive an annual update of the Council's Environmental Charter (COMPLETED)	
(12) Review of arrangements Licenced Taxi Drivers	June 2018	Item from the O&S Co-ordinating Group	
(13) Yearly Review of the Off-Street Parking Service	TBA (update after 7 Dec mtg)	To review on an annual basis the off-street parking service recently taken over by EFDC from NEPP (agreed at November 2016 meeting). (NB: 1st meeting of Off-Street Car Parking Contract Partnership Board held on 7 December 2017).	

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(14) Review of Leisure Management Contract	As appropriate. Next due March 2018	To review the Council's leisure contract with Places for People Leisure (PfP). (NB: Report of 1st Leisure Management Contract Partnership Board meeting of 6 November 2017).	
(15) Emergency planning – report on Council's emergency response systems and emergency housing arrangements	March 2018	Following the Grenfell Tower Fire – to consider our procedures.	
(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	
(17) Air Quality Officer	March 2018	Invitation to attend.	
(18) Public Health Officer	March 2018	Invitation to attend.	
(19) Passenger Transport officers to be invited to a meeting on the District's Bus Services	January 2018	Accepted invitation to attend O&S meeting (Scrutiny of External Organisations) on 9 January 2018 (to include bus services in the south of the district).	
(20) Essex County Council Passenger Transport	TBA	Invitation to attend Neighbourhoods SC on the provision of local bus services in the District.	