

## Overview and Scrutiny Work Programme – March 2008

<b>Overview and Scrutiny Committee</b>			
<b>Item</b>	<b>Report Deadline / Priority</b>	<b>Progress / Comments</b>	<b>Programme of Future Meetings</b>
(1) Scrutiny of Essex Police – Community Policing Initiative	6 March 2008	<b>Completed</b> - Chief Superintendent to report to 6 March 2008 meeting on the initiative and general policing issues.	10 April 2008
(2) OS Annual Review/ Annual Report	10 April 2008		
(3) Scrutiny of London Underground Ltd	10 April 2008	To attend 10 April 2008 meeting	
(4) Scrutiny of Highways Local Service Agreement	10 April 2008	To attend 10 April 2008 meeting	
(5) Provision of Youth Services within the District		Lonica Vanclay (who is the local officer responsible for youth provision in the District) has offered to attend a meeting in new year to discuss this issue	
(6) North West Essex PCT – Proposal for Joint Scrutiny Review		Officers are currently awaiting Uttlesford Council to arrange an officer meeting.	
(7) District Transport in Rural Areas		Survey to be placed in the Spring Forester Magazine to ascertain user views on the quality of rural transport. – end date for survey is 31 March 2008.	
(8) Scrutiny of organised bodies – PCT		<b>Completed</b> - PCT attended 13 December 2007 OSC to discuss application for PAH Foundation Status	

(9) Scrutiny of Epping Forest Local Strategic Partnership – Chairman and Member level EFDC representatives	Summer 2008	Representatives of the partnership to report on an annual basis	
(10) Scrutiny of Cabinet Forward Plan	July 2007	<b>Completed</b> on 10 July 2007	
(11) Six monthly review - (a) Monitoring of OS recommendations (b) Free Saturday Car Parking – progress reports (c) OS work programme (d) Crime and Disorder Task and Finish Panel – Update on work	<b>Completed on 4 October 2007</b>		
(12) Webcasting Evaluation	August 2007	<b>Completed</b> on 2 August 2007	
(13) OS Review – 18 September 2007	To November 2007 OSC meeting.	<b>Completed</b> Outcomes to be submitted to this OSC.	
(14) Removal of Covenant for Loughton Hall Call – In		Call in considered by OSC on 8 November 2007	

## Standing Panels

### Housing Standing Panel

Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
(1) Implementation of Choice Based Lettings	High	<b>Completed</b> – The Council’s Choice Based Lettings Scheme was successfully introduced in November 2007. A report on the introduction is being reported to this meeting of the Scrutiny Panel. The Scrutiny Panel will also undertake a formal six-month review of the implementation.	18 March 2008
(2) Private Sector Housing Strategy Action Plan	High	<b>Completed</b> – A presentation on progress being made with the Action Plan was given at the Scrutiny Panel’s meeting in October 2007	
(3) Progress on Meeting PSA7 target on Decent Homes	High	Progress report to be given to the March 2008 meeting	
(4) Implementation of Housing Assistance Policy 2007	High August 2007	<b>In progress</b> – An update on implementation was given to the Scrutiny Panel in October 2007, as part of the presentation on the Private Sector Housing Strategy Action Plan. A more detailed update will be given in July 2008	
(5) Annual Ethnic Monitoring Review of Housing Applicants	Medium July 2007	<b>Completed</b> – At the April 2007 meeting of the Panel	
(6) Draft Housing Strategy Statement & Strategic Housing Action Plan	High October 2007	<b>Limited progress</b> – A committee of the London Commuter Belt Housing Sub Region is considering how local housing strategies should be linked to the sub regional housing strategy. It should be possible to make progress on this issue in the next few months.	

(7) Annual Review of the Housing Allocations Scheme	High October 2007	<b>Completed</b> - Considered at the October 2007 meeting	
(8) Review of Incentives for Tenants to move to smaller accommodation	Medium October 2007	<b>Completed</b> – As part of the Annual Review of the Housing Allocations Scheme in October 2007	
(9) Six-monthly Progress report on Housing Business Action Plan	Medium January 2008	<b>Completed</b> – 22 January 2008	
(10) Six-monthly Progress Report on Strategic Housing Action Plan	Medium April 2008	Not yet required	
(11) Updated draft HRA Business Plan	High April 2008	<b>Completed</b> – 18 <sup>th</sup> March 2008	
<b>Issues Added to Original Work Programme During the Year</b>			
(12) Housing Service Strategy on Energy Efficiency	Medium October 2007	Considered at the October 2007 meeting	
(13) Housing Service Strategy on Housing Information.	Medium October 2007	Considered at the October 2007 meeting.	
(14) Housing Service Strategy on Tenant Participation.	Medium October 2007	Considered at the October 2007 meeting.	
(15) Housing Service Strategy on Rent Arrears.	Medium October 2007	Considered at the October 2007 meeting.	
(16) Housing Service Standards and Housing Charter	Medium October 2007	Considered at the October 2007 meeting.	
(17) Review of Careline Service	Medium January 2008	Not yet required – County to be consulted on this.	
(18) Unauthorised Parking on Housing Estates	Medium	Initially considered at the March 2008 meeting – work ongoing.	

## Constitution and Member Services Standing Panel

Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
(1) Review of May 2007 Elections	21 June 2007	<b>Completed</b> on 21 June 2007	<b>4 March 2008</b>
(2) Review of Protocol on Outside Organisations	11 October 2007	<b>Completed</b> - on 11 October 2007	28 April 2008
(3) Cabinet operations in Emergency Situations	11 October 2007	<b>Completed</b> - on 11 October 2007	
(4) Review of Polling Stations	11 October 2007	<b>Completed</b> on 11 October 2007	
(5) Local Government White Paper: Changes to OS (including Community Call for Action) Electoral Cycle Local Strategic Partnerships Executive Functions		Report on Whole Council Elections agreed at OSC on 31 Jan 08 and to be submitted to Council on 19 Feb 08.  Reports on Executive to be considered by the OSC on 6 March and Council on 22 April 08  Further reports on Overview and Scrutiny will be made when government regulations available	
(6) OS Review Seminar - 18 September 2007	11 October 2007	<b>Completed</b> - on 11 October 2007	
(7) Determination of Members' Planning Applications	11 October 2007	<b>Completed</b> - on 11 October 2007 Report to be submitted to Full Council in December 2007	
(8) Cabinet Committees	11 October 2007	<b>Completed</b> - on 11 October 2007 Report to be submitted to Full Council in December 2007	
(9) Communications and access to information both within this Council and between other Authorities.	20 November 2007	<b>Completed</b> by the Panel on 20 November 2007	
(10) Review of meeting cycle of Area Plans Sub Committees	20 November 2007	<b>Completed</b> Report submitted to the OSC which asked for a further report	
(11) Member Training Review	4 March 2008		
(12) Annual Review of Contract Standing Orders/Financial Delegation	28 April 2008		

## Environmental and Planning Services Standing Panel

Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
(1) Essex County Joint Waste Procurement Process	To receive the minutes from the last meeting/s.		23 April 2008
(2) New Local Development Scheme and East of England Plan – EFDC Response to Final Version	See comments	Still awaiting the final version of the East of England plan – expected in the new year.	
(3) Re use of buildings in the Green Belt/Traffic Issues in the Roydon and Nazeing Areas.	Ongoing	<b>On going</b> –VOSA attended meeting on 28 Feb 2008	
(4) Clean Neighbourhoods and Environment Act 2005 – Implementation of provisions		<b>Completed:</b> Report submitted to 31 January OSC. Request submitted for further work to be carried out on issues arising from the Rogers Review (See Item 12)	
(5) Ongoing Traveller Issues	Work transferred to the Housing Standing Panel.	<b>Completed:</b> Paynes Lane Report and Actions now completed.	
(6) Planning Performance – monitoring of enforcement figures/outcomes		<b>Completed</b>	
(7) Anti Social Behaviour in Car Parks	High	New Item added to the work plan by the OSC on 4 October 2007.	

(8) Parking on Grass Verges/ Parking in Residential Area  To monitor the recommendations of the 2005/06 Task and Finish Panel on Parking in Residential Areas and identify any follow action required.		West Area Highways Manager attended meeting on 29 October 2007.	
(9) Climate Change – April 2007 Council motion	Cabinet has now adopted this	Further reports to be submitted to future Panel meetings.  Action Plan to be submitted to Panel	
(10) ECC Speed Management Plan		Panel members to be given access to the plan for any comments they may have.	
(11) Essex Freight Strategy		Still awaiting County's report to be published.	
(12) Local Better Regulation Office – Draft Strategy 2008 - 2011		<b>Completed</b> at the 28 February 2008 meeting	
(13) VOSA Presentation		<b>Completed</b> - Received a presentation from VOSA on 28 February 2008.	
(14) Essex Waste Strategy Questionnaire		To reply directly to County with the permission of the O&S Committee.	

## Finance and Performance Management Standing Panel

Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
(1) Best Value Performance Plan 2007/08	Report considered annually – ends February.	<b>Completed</b> - Arrangements for consideration of Full BVPP for 2007/08 agreed on 12 February 2007. BVPP for 2008/09 to be considered in February 2008.	27 March 2008.
(2) Key Performance Monitoring Indicators – Quarterly	Reports to be considered on a quarterly basis.	<b>Underway</b> First Quarter information considered at the 14 August 2007 and the 13 November '07 meeting. Next quarterly figures went to the February 08 meeting.	
(3) Quarterly Financial Monitoring	Reports to be considered on a quarterly basis.	<b>Underway:</b> First Quarter information was considered on 14 August '07 and the 13 November '07 meeting. Next quarterly figures went to the February 08 meeting	
(4) Performance (Services to be scrutinised in Rotation)	<b>Completed</b>	<b>Completed:</b> Panel looked at the Council's land and accommodation strategy at the November meeting.	
(5) Local Area Agreements – Performance Monitoring	Reports considered on a six monthly basis	Performance monitoring commenced from start of 2007/08 municipal year. Next report due February 2008.	
(6) Council Plan 2006-2010 Performance Monitoring	Report considered on an annual basis.	Publication of Council Plan <b>completed</b> . Performance monitoring commenced from start of 2007/08 municipal year. Next report due May/June 2008.	
(7) Annual Value for Money Analysis	<b>Completed</b>	<b>Completed</b> – Sub group set up to consider VFM Analysis for 2006/07. Sub Group met on 8 March 2007 to consider the analysis and propose areas for possible Task and Finish Panels. The Sub-group suggested the VFM on Planning Task and Finish Panel.	
(8) CPA Improvement Plan – Performance Monitoring	Reports considered on a six-monthly basis.	Performance monitoring of outstanding CPA actions commenced from start of 2007/08 municipal year. Next report went to February 2008.	



(9) Annual Consultation Plan	Report considered on an annual basis.	Consultation Plan considered at first meeting of each municipal year. Next report due May/June 2008.	
(10) Value for Money in Leisure Services	<b>Completed</b>	<b>Completed</b> at June 07 Meeting.	
(11) Detailed Portfolio Budgets	To go to the January 2008 meeting.	<b>Completed</b> Annual review of the Portfolio holders budgets.	
(12) Medium Term Financial Strategy	To go to the January 2008 meeting.	To review the Council's medium term financial strategy.	

## Task and Finish Panels

### Leisure Services

Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
(1) Future Management of Waltham Abbey Sports Centre		<b>Underway:</b> New dual agreement and timetable to be brought to next meeting.	25 March 2008
(2) Review of the Feasibility for alternative Arts Development in the District		Scope of review considered on 5 July 2007 – a full report considered at it's 18 September 2007 meeting.	
(3) Monitoring of Youth Initiatives Scheme		Scope of review considered on 5 July 2007 – consultations will not take place until autumn 2008.	
(4) 2012 Olympics  To undertake a review of the opportunities presented by the games for the 2021 Olympic and Paralympic Games and bring forward proposals as to how the Council may wish to respond, including priorities for action and any resource implications		Presentation considered on 5 July 2007 on the Cultural and youth opportunities for the District.  Panel also considered Cabinet report on the request for the Panel to look into the opportunities presented by the Games and identify an Action Plan for legacy, as requested by the Essex Co-ordinating Body.	

**Provision of Value for Money within Planning Services – *New Task and Finish Panel***

<b>Item</b>	<b>Report Deadline / Priority</b>	<b>Progress / Comments</b>	<b>Programme of Future Meetings</b>
Provision of Value for money within the Development Control (Planning Services function)	March 2008	Terms of Reference submitted to OSC on 8 November 2007  Last meeting on 23 January 2008 considered presentation from Northgate suppliers of the IT System.	Next meeting – 8 April 2008.

**Town Centre and Car Parks Task and Finish Panel - Disbanded by OSC on 4 October 2007**

<b>Item</b>	<b>Report Deadline / Priority</b>	<b>Progress Comment</b>	<b>Programme of Future Meetings</b>
Anti Social Behaviour in Car Parks	<b>High</b>	Item referred to the Environmental and Planning Standing Panel for consideration by OSC on 4 October 2007.	<b>TBA</b>

## Crime and Disorder Task and Finish Panel

Item	Report Deadline / Priority	Progress Comment	Programme of Future Meetings
Crime and Disorder Act 1998 – Government Review and Recommendations	<b>Panel needs to arrange a first meeting to set the scope of its review and a work plan</b>		TBA
Scoping and Terms of Reference setting.	Tuesday, 27 June 2006	A draft terms of reference was considered and agreed by the panel.	
The Panel questioned the Police on using the National Intelligence Model and how they would hope to pinpoint areas causing concerns.	Thursday, 12 October 2006	The Panel received a presentation from Chief Super. Andy Adams.	
The Panel devoted a meeting to the PCT with a view to questioning about the link between mental health and crime, and the Fire Brigade	Thursday, 23 November 2006	The Panel received a presentation from Alison Cowie and Mike O'Keefe on mental health and crime. They also received a presentation from Peter Ashby from Essex Fire Services.	
The Panel to host a joint meeting with the Probation Service and the Youth Offending Team.	Thursday, 15 March 2007	The Panel received two presentations, one from Paulette Burrell from the Essex Youth Offending Team and one from Richard Meads from the Essex Probation Team.	

<p>A meeting devoted to EFDC specialist officer giving an insight into the national Intelligence Model along with an up date from the Police.</p>	<p>Monday, 23 April 2007</p>		
<p>To consider views of the Anti Social Behaviour Officer and the officer responsible for CCTV coverage and the Youth Services Officer. The Task and Finish Panel will also consider the role of EFDC Crime Reduction Team and the resources available to it.</p>			