

Overview and Scrutiny Work Programme – May 2008

Overview and Scrutiny Committee			
Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
(1) Scrutiny of Essex Police – Community Policing Initiative	2009	Came in March 2008 – to arrange again for sometime in 2009.	5 th June 2008 10 th July 28 th August 29 th September 6 th November 11 th December 29 th January 2009 5 th March 16 th April
(2) OS Annual Review/ Annual Report	16 April 2009		
(3) Scrutiny of London Underground Ltd	2009	Came in April 2008 – to arrange again for sometime in 2009	
(4) Scrutiny of Highways Local Service Agreement	2009	Came in April 2008 – to arrange again for sometime in 2009	
(5) Provision of Youth Services within the District	To arrange in 2008 (possibly 10 July)	Lonica Vanclay (who is the local officer responsible for youth provision in the District) has offered to attend a meeting to discuss this issue	
(6) 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 now completed – to report back to the Committee when County has taken any follow up action.	
(8) Scrutiny of Epping Forest Local Strategic Partnership – Chairman and Member level EFDC representatives	September/November 2008	Representatives of the partnership to report on an annual basis	

(9) Scrutiny of Cabinet Forward Plan	July 2008		
(10) Six monthly review - (a) Monitoring of OS recommendations (b) OS work programme	6 November 2008		
(11) To conduct a review of O&S in January 2009	January 2009		
(12) To review the strategic direction of Epping Forest College, and its relationship with the Community	To arrange in 2008 (to July meeting if possible)	Item suggested by Cllr. K Angold -Stephens	
(13) Budget Report	January 2009		
(14) To receive a presentation from the PCT on their Clinical vision for the NHS, now and for the next decade.	July 2008 if possible		

Standing Panels

Housing Standing Panel

Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
(1) Progress on Meeting PSA7 target on Decent Homes	High	Progress report to be given to the March 2008 meeting	3 July 2008 9 October
(2) Implementation of Housing Assistance Policy 2007	High	In progress – 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	8 January 2009 26 March
(3) Ongoing Traveller Issues		Work transferred to the Housing Standing Panel from the Environment and Planning Services Standing Panel.	
(4) Draft Housing Strategy Statement & Strategic Housing Action Plan	High October 2007	Limited progress – 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.	
(5) Six-monthly Progress Report on Strategic Housing Action Plan	Medium April 2008	Not yet required	
(6) Review of Careline Service	Medium January 2008	Not yet required – County to be consulted on this	
(7) Unauthorised Parking on Housing Estates	Medium	Initially considered at the March 2008 meeting – work ongoing.	

(8) Implementation of Choice Based Lettings	High	Completed – 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.	
(9) Private Sector Housing Strategy Action Plan	High	Completed – A presentation on progress being made with the Action Plan was given at the Scrutiny Panel's meeting in October 2007	
(10) Annual Ethnic Monitoring Review of Housing Applicants	Medium July 2007	Completed – At the April 2007 meeting of the Panel	
(11) Annual Review of the Housing Allocations Scheme	High October 2007	Completed - Considered at the October 2007 meeting	
(12) Review of Incentives for Tenants to move to smaller accommodation	Medium October 2007	Completed – As part of the Annual Review of the Housing Allocations Scheme in October 2007	
(13) Six-monthly Progress report on Housing Business Action Plan	Medium January 2008	Completed – 22 January 2008	
(14) Updated draft HRA Business Plan	High April 2008	Completed – 18 th March 2008	
(15) Housing Service Strategy on Energy Efficiency	Medium October 2007	Considered at the October 2007 meeting	
(16) Housing Service Strategy on Housing Information.	Medium October 2007	Considered at the October 2007 meeting.	
(17) Housing Service Strategy on Tenant Participation.	Medium October 2007	Considered at the October 2007 meeting.	
(18) Housing Service Strategy on Rent Arrears.	Medium October 2007	Considered at the October 2007 meeting.	
(19) Housing Service Standards and Housing Charter	Medium October 2007	Considered at the October 2007 meeting.	

Constitution and Members Services Standing Panel

Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
(1) Review of May 2008 Elections	June 2008		
(2) 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	30 June 2008 8 September 3 November 12 January 2009 6 April
(3) Annual Review of Contract Standing Orders/Financial Delegation	28 April 2008	Completed – report taken to Council	
(4) Review of Protocol on Outside Organisations	11 October 2007	Completed - on 11 October 2007	
(5) Cabinet operations in Emergency Situations	11 October 2007	Completed - on 11 October 2007	
(6) Review of Polling Stations	11 October 2007	Completed on 11 October 2007	
(7) OS Review Seminar - 18 September 2007	11 October 2007	Completed - on 11 October 2007	
(8) Determination of Members' Planning Applications	11 October 2007	Completed - on 11 October 2007 Report to be submitted to Full Council in December 2007	

(9) Cabinet Committees	11 October 2007	Completed - on 11 October 2007 - Report to be submitted to Full Council in December 2007	
(10) Communications and access to information both within this Council and between other Authorities.	20 November 2007	Completed by the Panel on 20 November 2007	
(11) Review of meeting cycle of Area Plans Sub Committees	20 November 2007	Completed Report submitted to the OSC which asked for a further report	
(12) Member Training Review	4 March 2008		

Safer, Cleaner, Greener Standing Panel

Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
Items from old Environment & Planning Standing Panel			
(1) Essex County Joint Waste Procurement Process	To receive the minutes from the last meeting/s.		24 June 2008 2 September 21 October 9 December
(2) Monitoring of the Safer Cleaner Greener Initiative			
(3) Clean Neighbourhoods and Environment Act 2005 – Implementation of provisions		Completed: Report submitted to 31 January OSC. Request submitted for further work to be carried out on issues arising from the Rogers Review	24 February 2009 21 April
(4) Anti Social Behaviour in Car Parks	High	New Item added to the work plan by the OSC on 4 October 2007.	
(5) 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.	
(6) 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	
(7) ECC Speed Management Plan		Panel members to be given access to the plan for any comments they may have.	
(8) Essex Freight Strategy		Still awaiting County's report to be published.	

From Crime and Disorder T&F Panel			
(9) To consider the Crime and Disorder Reduction Partnership (CDRP) and its effect on Scrutiny in EFDC and how it could be improved.			
(10) To consider the involvement of Overview and Scrutiny in the new 'Scrutiny Plus' arrangements to be conducted with other partner agencies.			
(11) To consider the proposal for a 'Community Call for Action' and its implications for EFDC Scrutiny.			
(12) To consider the role of EFDCs Crime Reduction Team and the resources available to it.			

Planning Services Standing Panel

Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
(1) New Local Development Scheme and East of England Plan – EFDC Response to Final Version	See comments	Final version of the East of England Plan – Issued in May 2008.	19 June 2008 09 September 18 November
(2) Re use of buildings in the Green Belt/Traffic Issues in the Roydon and Nazeing Areas.	Ongoing	On going – VOSA attended meeting of the old Environment and Planning Standing Panel on 28 Feb 2008	06 January 2009 12 February
(3) To consider in detail the provision of Value For Money within the Development Control (Planning Services) function, focusing specifically on: (a) The success of the ‘hit squad’ established to focus on the backlog of planning applications; (b) How and to what extent performance in relation to the determination of planning applications has improved as a result of the ‘hit squad’ and other additional resources such as the new integrated computer system, the restructure of Planning Services and the application of Planning Delivery Grant; and (c) How unit cost and other benchmarking information in relation to the Development			13 April

Control function can be obtained to increase the effectiveness of the Value For Money Analysis for 2006/07 and future years.			
--	--	--	--

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 - end February	Arrangements for consideration of Full BVPP for 2007/08 agreed on 12 February 2007. BVPP for 2008/09 to be considered in February 2008.	17 June 2008 19 August 11 November
(2) Key Performance Indicators - Quarterly Monitoring	Reports considered on a quarterly basis.	Underway First Quarter information considered at the 14 August 2007, 13 November '07 meeting and the February 08 meeting.	13 January 2009 10 February 31 March
(3) Quarterly Financial Monitoring	Reports to be considered on a quarterly basis.	Underway: First Quarter information to be considered in August '08, November '08 meeting and the February 09 meeting.	
(4) Local Area Agreement – Performance Monitoring	Reports considered on a six monthly basis	LAA 1 has now run it's course – to produce an outturn report for completion.	
(5) LAA2	Date?		
(6) Council Plan 2006-2010 – Performance Monitoring	Report considered on an annual basis.	Performance monitoring commenced from start of 2007/08 municipal year. Next report due May/June 2009??	
(7) 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	
(8) Detailed Portfolio Budgets	13 January 2009	Annual review of the Portfolio holders budgets.	
(9) Medium Term Financial Strategy	To go to the January 2009 meeting. ?	To review the Council's medium term financial strategy.	
(10) Race Equality Scheme Monitoring and Progress with Equalities Work	Date?		
(11) Gender Equality and Disability Scheme Monitoring	Date?		
(12) Performance (Services to be scrutinised in Rotation)	Completed	Completed: Panel looked at the Council's land and accommodation strategy at the November meeting.	

(13) Annual Value for Money Analysis	Completed (further report to be brought back to a later meeting)	Completed: 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.	
(14) 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. To be Deleted from WP	
(15) Value for Money in Leisure Services	Completed	Completed at June 2007 meeting. To be Deleted from WP	

Task and Finish Panels

Leisure Services

Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
(1) Future Management of Waltham Abbey Sports Centre - (a) to assess the feasibility of providing a new Sports Hall at Waltham Abbey Swimming Pool; and (b) to evaluate the service and financial implications as opposed to entering into longer term Dual Use Management arrangements at Waltham Abbey Sports Centre.		Underway: New dual agreement and timetable to be brought to next meeting.	
(2) Monitoring of Youth Initiatives Scheme		Ongoing - Scope of review considered on 5 July 2007 – consultations will not take place until autumn 2008 .	
(3) Provision of Sports facilities for Epping Forest College.			

Customer Transformation – *New Task and Finish Panel*

Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
<ol style="list-style-type: none"> 1. To improve access to services and improve response to enquiries. 2. There is a need to revisit the Customer Services Agenda, to see where improvements can be practically achieved. 3. To improve services to customers of the Council. 4. The Council has a duty under Equalities Legislation to ensure that all sections of the Community have access to the Council's Services. The provision of high quality and timely information is necessary to this end. 5. Within the new National Indicator Set are measures to assess the effectiveness of the Council's ability to deal with enquiries. The 	<p>March 2009</p>	<p>Terms of Reference submitted to OSC on 10 July 2008</p>	

<p>Council does not have a CRM (Customer Relationship Management System) in place to enable the authority to readily assess its current performance.</p>			
--	--	--	--