

Overview and Scrutiny Work Programme 2005/06 May – October 2005

ITEM	REPORT DEADLINE	COMMENTS	PROGRESS
Housing Standing Panel			
Annual Review of Housing Allocations Scheme	Sept 2005	To be considered by Panel on 15 September 2005	<p>Terms of reference and work plan agreed by Chairman and Head of Housing Services and OSC on 7 June 2005</p> <p>First meeting- 21 July 2005. Proposed that 4 meetings will be held over 12 month cycle.</p> <p>Three Housing information Evening arranged:</p> <p>Housing Information Evening – 8 Sept 2005 Basic Housing Law Briefing – (in two parts) - 13 Sept and 17 October 2005</p> <p>Next meeting 15 September 2005 at 5.15pm in CR2</p>
Annual Ethnic Monitoring Review of Housing Applicants	July 2005	Review completed by Panel on 21 July 2005	
Housing Services Development Plan – Progress Report	Sept 2005 and March 2006	To be considered by Panel on 15 September 2005	
Draft Private Sector Housing Assistance Policy	March 2005		
Initiatives for reducing number of Empty Properties in Private Sector.	March 2005	Panel has agreed that priority given to review be changed to 'high'. Work Plan on review to be produced for its next meeting	
Implementation of Choice Based Lettings Scheme	Sept 2005	First report to 15 September 2005 meeting	
Annual Review of Housing – Related Fees and Charges	Nov 2005		
Housing Strategy Action Plan (6 Monthly Progress Report)	Sept 2005 and March 2005		
Updated draft Local Supporting People Strategy	March 2005		

Local Supporting People Strategy Action Plan – (6 Monthly Progress Report)	Sept 2005	To be considered by Panel on 15 September 2005	
Introductory Tenancy Scheme	Sept 2005	To be considered by Panel on 15 September 2005	
Housing Services Strategy on Tenants Participation	Sept 2005	To be considered by Panel on 15 September 2005	
Updated draft Housing Services Strategies on Older People and Housing Management	July 2005	Agreed (subject to textual amendments) at 21 July 2005 meeting and referred to Portfolio Holder for determination	
Updated draft Housing Strategy	Sept 2005		
Report on Findings of Private Sector House Condition Survey	Dec 2005		
Updated draft HRA Business Plan.	March 2006		
Constitutional Affairs Standing Panel			
Council Meetings – Completion of Review of Questions and Motions	By Council meeting on 27 September 2005	Review completed by Panel on 8 August 2005 and referred to OSC	Terms of reference and work plan agreed by Chairman and Head of Housing Services and OSC on 7 June 2005. Next meeting: 6 September 2005 inCR2 at 6pm.
Council Meetings – Completion of Review of Future Role	By Council meeting on 27 September 2005		
Contract Standing Orders and Financial Regulations - Review	By Council meeting on 13 December 2005		

Protocol for Relationships with external organisations and partnerships	By Council meeting on 27 September 2005.	Review considered by Panel on 18 July 2005. Agreed that draft protocol be sent to Members for consultation	
Elections 2005		Review completed by Panel on 8 August 2005 and referred to OSC.	
Review of Changes in legal requirements concerning postal voting and resource implications	By May 2006 (Subject to ODPM timetable)		
Completion of Review of Parliamentary Constituencies	By May 2006 (Subject to ODPM timetable) (Possible reserve list item)		
Review of Opportunities for Participation in further Electoral Pilots.	By May 2006 (Subject to ODPM timetable)		
Review of Changes in procedures for electoral registration.	By May 2006 (Subject to ODPM timetable)		
Consultation with Standards Committee on new protocol on the use of Member Services.	By Council meeting on 27 September 2005		
Planning and Environmental Standing Panel			
Essex County Joint Waste Procurement Process	Ongoing	Panel meetings to receive minutes of West Essex Joint Waste Committee.	Terms of Reference and Work Plan agreed by OSC meeting on 7 July 2005. Next meeting: 13 September 2005 at 7.30p.m in CR2

Re use of buildings in the Green Belt	September 2005	Panel has agreed that item be considered as part of Local Plan review	
Local Plan and Scheme	September 2005	To be considered by Panel on 13 Sept 2005	
East of England Plan	November 2005	To be considered by Panel on 13 Sept 2005	
Finance and Performance Management Standing Panel			
Development of New Council Plan			Terms of Reference and Work Plan agreed by OSC on 7 July 2005 First meeting: 2 August 2005
Community Conference 2005/06			
Finance - Budget Consultation			
Best Value Performance Data			
E-Government and ICT Standing Panel			
Current investment in Information Communications Technology			Terms of Reference and work plan agreed by OSC on 9 June 2005 OSC agreed that terms of reference include a review of proposed Customer Contact Centre.

			First meeting – 18 July 2005 Second meeting – 8 August 2005
Task and Finish Panel on Externally Funded Leisure Services and Youth Provision			
Youth Provision in the District	November 2005		Terms of Reference and Work Plan agreed by OSC on 9 June 2005. Date of first meeting- 30 August 2005
Contract Monitoring Arrangements	November 2005		
External Funding	February 2005		
Task and Finish on Register of Local Development Proposals			
Maintenance of Roads and Pavements in District	Final report to be ready for OSC meeting on 8 December 2005	Task and Finish Panel to be split into two groups to consider:	Terms of reference and Work Plan agreed by OSC on 7 July 2005
Establishment of Register of significant concerns for Development Proposals -		(i) Parking policies and procedures in residential areas (Lead Cllr Angold - Stephens) (ii) Establishment of Register of significant concerns for Local concerns (Lead Cllr Maclaine)	First meeting: 26 July 2005. Future meetings: 23 August 2005 (site visits), 30 August 2005 Forth meeting – To be arranged
Task and Finish Review Traveller issues.			
Review of particular unauthorised developments encampments and arrangements for 'tolerated' sites			Terms of reference and work plan agreed by OSC on 9 June 2005 First meeting, held on 14 July 2005, consisted of tour of traveller sites in District

Government Guidance and District Local Plan	March/April 2006		
CRE Findings	June/July 2005		
Outstanding PWG2 matters			
Task and Finish Member Services			
Services for Members			Terms of reference and Work Plan agreed by OSC on 9 June 2005. First meeting: 12 July 2005
Member Training on scrutiny skills and new structure			
Members Training - General			
Overview and Scrutiny Committee			
Scrutiny of outside bodies (Primary Care Trust/ Local Strategic Partnership)		Presentation from LSP received and considered by OSC on 7 July 2005.	Future meetings: 1 September 2005 6 October 2005 10 November 2005 8 December 2005 2 February 2005 2/16 March 2005 6 April 2005
Administration of PICK system			
London Underground Ltd (LUL) Liaison		LUL presentation programmed for October 2005 meeting.	
Liaison on Highways Local Service Agreement		Essex County Council proposals awaited Due in September 2005. Presentation on LSA programmed for November 2005 meeting.	
Reserve List			

Consultancy work - review			Reserve list to considered by OSC on 7 July 2005.
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