

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

ITEM	REPORT DEADLINE	PROGRESS	COMMENTS
Housing Standing Panel			
Annual Review of Housing Allocations Scheme	Sept 2005	Completed by Panel on 15 September 2005	Proposed that 4 meetings will be held over 12 month cycle.
Annual Ethnic Monitoring Review of Housing Applicants	July 2005	Completed by Panel on 21 July 2005	Three Housing information Evening arranged:
Housing Services Development Action Plan – Six Monthly Progress Report	Sept 2005 and March 2006	On Target - First six monthly report considered by Panel on 15 September 2005	Housing Information Evening – 8 Sept 2005
Draft Private Sector Housing Assistance Policy	March 2005		Basic Housing Law Briefing – (in two parts) - 13 Sept and 17 October 2005
Initiatives for reducing number of Empty Properties in Private Sector.	March 2005	On Target Panel has agreed that priority given to review be changed to 'high'. Detailed report to be submitted to next mtg. Draft strategy due to be reported in March 2006.	Next meeting December 2005.
Implementation of Choice Based Lettings Scheme	First report - Sept 2005	On Target First report considered by Panel on 15 September 2005. Outcome of next stage of process to be reported to next Panel meeting	
Annual Review of Housing – Related Fees and Charges	Nov 2005	Report proposed for December 2005 mtg	
Housing Strategy Action Plan (6 Monthly Progress Report)	Sept 2005 and March 2005	Completed and Provided Early at 15 September 2005	
Updated draft Local Supporting People Strategy	March 2005		

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Local Supporting People Strategy Action Plan – (6 Monthly Progress Report)	Sept 2005	Not yet due – Initial six month period due to expire in October 2005. Report on this will be considered at next meeting.	
Introductory Tenancy Scheme – Discretionary rights	Sept 2005	Completed at 15 September 2005	
Housing Services Strategy on Tenants Participation	Sept 2005	Completed at 15 September 2005	
Updated draft Housing Services Strategies on Older People and Housing Management	July 2005	Completed at 21 July 2005 meeting	
Updated draft Housing Strategy	Sept 2005	Delayed – Now to be presented to the Panel's next or following meeting due to wide scale consultation being undertaken	
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	Completed by Panel on 8 August 2005 and referred to OSC at this meeting	Next meeting: 3 November 2005.

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Council Meetings – Completion of Review of Future Role	By Council meeting on 13 December 2005 (Panel have proposed that deadline be put back to April 2006)	Review underway – visits to other Councils in progress	
Contract Standing Orders and Financial Regulations - Review	By Council meeting on 13 December 2005	On Target – Review to be considered at next meeting of Panel on 3 Nov 2005	
Protocol for Relationships with external organisations and partnerships	By Council meeting on 27 September 2005.	Completed by Panel on 18 July 2005. Final draft referred to OSC at this mtg.	
Elections 2005		Completed by Panel on 8 August 2005 and referred to OSC at this meeting	
Review of Changes in legal requirements concerning postal voting and resource implications	By May 2006 (Subject to ODPM timetable)	Awaiting Government Proposal	
Completion of Review of Parliamentary Constituencies	By May 2006 (Subject to ODPM timetable) (Possible reserve list item)	Awaiting Government Proposal	
Review of Opportunities for Participation in further Electoral Pilots.	By May 2006 (Subject to ODPM timetable)	Awaiting Government Proposal	

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Review of Changes in procedures for electoral registration.	By May 2006 (Subject to ODPM timetable)	Election Commission consultation document to be submitted to next Panel mtg on 3 Nov 2005	
Consultation with Standards Committee on new protocol on the use of Member Services.	By Council meeting on 13 December 2005	Review by Standards Committee is taking longer than expected. The protocol may be ready by next mtg on 3 Nov 2005. Needs to be coupled with broader consideration of Member Services.	
Environmental and Planning Services Standing Panel			
Essex County Joint Waste Procurement Process	Ongoing	Panel meetings to receive minutes of West Essex Joint Waste Committee Panel have considered and submitted proposals on process to this meeting	Next meeting: 20 October 2005 at 7.30p.m
Re use of buildings in the Green Belt	September 2005	Review underway – Pending further information	
Local Plan and Scheme	September 2005	Review underway – Panel made comments about the continuation of process at last meeting.	

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East of England Plan	November 2005	Review underway. Further information on Examination in Public to be submitted to next meeting of Panel	
Finance and Performance Management Standing Panel			
Development of New Council Plan	September 2005	Scoping exercise to be considered at next meeting of Panel on 26 September 2005	Next meeting: 26 September 2005
Community Conference 2005/06	November 2005		
Finance - Budget Consultation	September 2005	To be considered at next meeting of Panel on 26 September 2005	
Best Value Performance Data	November 2005	Quarterly monitoring programmed for November meeting of Panel	
Planning Performance (Other services to be scrutinised in rotation)		To be considered at next meeting of Panel on 26 September 2005	
User Audit Focus		To be considered at November 2005 meeting of Panel	
E-Government and ICT Standing Panel			
Review of the Council's IEG Strategy	September 2005	Completed at 8 August 2005 meeting of Panel	Next meeting: 22 September 2005.

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Introduction of a Customer Contact Centre		Initial report considered	
ICT Strategy Review	October 2005	Deferred to Nov 2005 meeting of Panel	
Re-use of Public Sector Information regulations	February 2006	Various guidance awaited	
Member Connectivity Scheme		To be considered at next meeting on 22 September 2005	
E-Procurement.		To be considered at next meeting on 22 September 2005	
Task and Finish Panel on Externally Funded Leisure Services and Youth Provision			
Youth Provision in the District	November 2005	SLM Ltd to attend meeting of Panel on 20 October 2005 to consider operational aspects and monitoring arrangements.	Visits to local sports projects arranged for 28 Sept 2005.
Contract Monitoring Arrangements	November 2005		Further meeting: 20 October 2005
External Funding	February 2005		
Task and Finish Panel on Register of Local Development Proposals			
Maintenance of Roads and Pavements in District	December 2005	Task and Finish Panel split into two groups to consider:	Next mtg: 18 October 2005

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Establishment of Register of significant concerns for Development Proposals -		(i) Review of Parking Policy and (ii) Establishment of Register of Local Interests Review of register of local interest now completed . Manager of West Essex Highway Forum likely to attend next meeting of Panel on 18 October 2005 to discuss Local Service Agreement. Anticipated that report on this review will be reported to Nov 2005 meeting of OSC.	
Task and Finish Panel on Traveller issues			
Review of particular unauthorised developments encampments and arrangements for 'tolerated' sites			
Government Guidance and District Local Plan	March/April 2006		
CRE Findings	June/July 2005		
Outstanding PWG2 matters			
Task and Finish Panel on Member Training			
Member Training on scrutiny skills and new structure		Training Portfolio under preparation. Next meeting to be arranged.	

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Members Training - General		Outline Programme to next Panel meeting	
OSC Review		Ditto	
Overview and Scrutiny Committee			
Scrutiny of outside bodies - Local Strategic Partnership		Presentation received and considered by OSC on 7 July 2005.	Future meetings: 10 November 2005 8 December 2005 2 February 2005 2/16 March 2005 6 April 2005
Scrutiny of outside bodies - Primary Care Trust		Presentation programmed for Oct 2005 mtg on proposed restructure of PCTs.	
Administration of PICK system			
London Underground Ltd (LUL) Liaison		Presentation deferred - no date agreed. Informal meeting with LUL being held on 22 Sept 2005	
Liaison on Highways Local Service Agreement		Essex County Council proposals awaited Due in September 2005. Presentation on LSA programmed for November 2005 meeting.	