

**Overview and Scrutiny Work Programme 2005/06
(as at 23 January 2006)**

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. Next meeting: 30 January 2006
Annual Ethnic Monitoring Review of Housing Applicants	July 2005	Completed by Panel on 21 July 2005	
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	
Draft Private Sector Housing Assistance Policy	September 2006	Not yet due – report expected to be produced in September 2006.	
Initiatives for reducing number of Empty Properties in Private Sector.	March 2006	Delayed: Report on issue submitted to January 2006 meeting of Panel Draft strategy expected to be produced for March 2006.	
Implementation of Choice Based Lettings Scheme	First report - Sept 2005	On Target: First report considered by Panel on 15 September 2005. Current position for the joint bid submitted to the ODPM considered by Panel on 7 December 2005.	
Housing Strategy Action Plan (6 Monthly Progress Report)	Sept 2005 and March 2006	Completed and Provided Early at 15 September 2005	
Updated draft Local Supporting People Strategy	March 2006	To be reported to next meeting of Panel	
Local Supporting People Strategy Action Plan – (6 Monthly Progress Report)	Sept 2005	Completed Report on progress as at 1 October 2005 considered by Panel on 7 December 2005	

ITEM	REPORT DEADLINE	PROGRESS/COMMENTS
Introductory Tenancy Scheme – Discretionary rights	Sept 2005	Completed at 15 September 2005
Review of 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 in late April/early May 2006 due to wide scale consultation being undertaken
Annual Review of Housing Fees and Charges	Nov 2005	No longer required: This item was presented to the Finance and Performance Management Standing Panel instead.
Report on Findings of Private Sector House Condition Survey	Dec 2005	Not yet due. It is anticipated that a report will be made on the findings of the survey the Panel in late April/early May 2006.
HRA Business Plan 2005 – Six Month Progress Report	Dec 2005	Completed by Panel on 7 December 2005
Updated draft HRA Business Plan.	March 2006	
Homelessness Strategy	March 2006	On Target: Submitted to Panel on 30 January 2006
Members Briefings	October 2005	Completed
Increasing the amount of affordable housing	March 2006	New Task allocated to the Panel by the 10 Nov OSC: Report due to be submitted to the Panel in March 2006
Requests from Witness Mobility Scheme	December 2005	Completed: Considered by Panel on 7 December 2005.

ITEM	REPORT DEADLINE	PROGRESS/COMMENTS	
Housing Service Strategy on Rent Administration and Collection	January 2006	New Task: Revised draft Strategy to be reported to Panel in January 2006	
Housing Service Strategy on House Sales, Land Sales and Leaseholder Services	January 2006	New Task: Revised draft Strategy to be reported to Panel in January 2006	
Constitutional Affairs Standing Panel			
Council Meetings – Completion of Review of Questions and Motions	By Council meeting on 27 September 2005	Completed	Next meeting: 20 February 2006
Council Meetings – Completion of Review of Future Role	April 2006	Review underway – visits to Council meetings elsewhere completed. Report on options to be submitted to 20 February meeting of Panel.	
Contract Standing Orders and Financial Regulations - Review	By Council meeting on 13 December 2005	Completed by Panel on 3 November 2005	
Protocol for Relationships with external organisations and partnerships	By Council meeting on 27 September 2005.	Completed by Panel on 6 September 2005	
Elections 2005		Completed	
Review of Changes in legal requirements concerning postal voting and resource implications	By May 2006 (Subject to ODPM timetable)	Further report considered by Panel on 5 January 2006.	
Completion of Review of Parliamentary Constituencies	By May 2006 (Subject to ODPM timetable) (Possible reserve list item)	Awaiting Government Proposals	

ITEM	REPORT DEADLINE	PROGRESS/COMMENTS	
Review of Opportunities for Participation in further Electoral Pilots.	By May 2006 (Subject to ODPM timetable)	Progress report considered on 5 January 2006 meeting of Panel.	
Review of Changes in procedures for electoral registration.	By May 2006 (Subject to ODPM timetable)	Final details to be advised by the Government. Interim report considered by Panel on 5 January 2006	
Consultation with Standards Committee on new protocol on the use of Member Services/ New Policy on Member Support	By Council meeting on 13 December 2005	<p>Completed: New Protocol on use of Members Services considered and supported by the Panel on 5 January 2006 for inclusion in the Constitution</p> <p>New Policy on Members support: At the last meeting on 5 January 2006, the Panel identified a number of issues and as a result referred the review to the next Group Leaders meeting on 28 January 2006 for determination outside the OS process.</p>	
Periodic Electoral review consultation paper – formulation of response		Completed by Panel on 3 November 2005	

Environmental and Planning Services Standing Panel			
Essex County Joint Waste Procurement Process	Ongoing	Panel to receive minutes of Joint Committee when they become available.	Next meetings: 28 February and 30 March 2006
Outline Business Case for the Essex Waste Project	January 2006	Completed by Panel on 12 January 2006	
Re use of buildings in the Green Belt – transport study on vehicle movements	December 2005 (for feasibility study) March 2006 (main study)	Delayed: Essex County Council Officer to be invited to 30 March 2006 meeting to consider the wider issues. Main study to be completed by March 2006	
Local Plan Alterations	September 2005	Completed	
New Local Development Scheme	Ongoing	Review underway	
East of England Plan	Ongoing	Review underway: Panel currently focusing on Examination in Public.	
Response to DEFRA – Cleaner Neighbourhoods consultation document	December 2005 for Consultation document.	Completed by Panel on 1 December 2005.	
Provision of unformed neighbourhood wardens	To be confirmed	Initial report to be submitted to the next meeting of the Panel in March 2006.	

Finance and Performance Management Standing Panel			
Development of New Council Plan	January 2006	To be submitted to the next meeting of Panel on 30 January 2006 prior to submission to the Cabinet and external consultation.	Next meetings: 30 January and 7 February 2006
Community Conference 2005/06	November 2005	Report on Public Consultation to be submitted to next meeting of Panel on 30 January 2006	
Finance - Budget Consultation	January 2006	Fees and Charges considered by Panel on 8 November 2005 Revised Four Year Forecast and detailed draft Portfolio Budgets to be considered by Panel on 16 January 2006.	
Best Value Performance Data	January 2006 (third quarter)	Second Quarterly monitoring undertaken at 8 November 2005 meeting of Panel	
Performance (Services to be scrutinised in rotation)	January 2006	Land Charges and Legal and Administration Services to be scrutinised at next meeting.	
User Audit Focus and Public Consultation	To be determined	Consultation Strategy to be considered by Panel on 30 January 2006	
Quarterly Financial Monitoring	January 2006	Data for period up to December 2005 to be reviewed by Panel on 7 February 2006.	

E-Government and ICT Standing Panel			
Review of the Council's IEG Strategy	September 2005	Report submitted to 23 January 2006 meeting of Panel.	Next meeting: 23 February 2006
Introduction of a Customer Contact Centre		Report on second stage to be considered by Panel at its next meeting	
ICT Strategy Review	October 2005	Completed at 21 November 2005 meeting of Panel	
Re-use of Public Sector Information regulations	February 2006	Various guidance awaited	
Member Connectivity Scheme		Completed at 29 September 2005 meeting Progress report made to meeting on 21 November 2006	
E-Procurement.		Completed at 29 September 2005 meeting	
Task and Finish Panel on Externally Funded Leisure Services and Youth Provision			
Youth Provision in the District	November 2005	Underway: County Council's response to Government Green paper and future of youth officer post considered by Panel on 24 November 2005 Visits undertaken to Voluntary Sector Youth Facilities in Epping, Ongar and Waltham Abbey	Next Mtg: 25 Jan 06
Contract Monitoring Arrangements	November 2005	Completed: Proposals considered at OSC on 10 November 2005 and to be considered by the Cabinet on 19 December 2005	
External Funding	February 2006	Underway: Panel to receive presentation at next meeting	

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: (i) Review of Parking Policy and (ii) Establishment of Register of Local Interests	The Panel have now completed its work plan. Final report submitted to OSC meeting on 8 December 2005
Establishment of Register of significant concerns for Development Proposals -			
Task and Finish Panel on Traveller issues			
Review of particular unauthorised developments encampments and arrangements for 'tolerated' sites		Underway : Countywide survey on traveller issues to be reported in November 2005.	
Government Guidance and District Local Plan	March/April 2006	Awaiting outcome of CRE	
Commission for Racial Equality Findings	June/July 2006	Awaiting outcome of CRE	
Outstanding PWG2 matters			

Task and Finish Panel on Member Training			
Member Training on scrutiny skills and new structure		Two training briefs issued to short listed consultants after meeting of Constitutional Affairs Panel on 1 November 2005. Deadline for submissions is December 2005. Panel will meet to consider if necessary otherwise chairman of Panel to consult with officers.	
Members Training - General		Outline Programme considered on 1 November 2005. Draft to be subject of consultation with members and officers before being finalised.	
OSC Review		See OS Skills entry	
Overview and Scrutiny Committee			
Scrutiny of outside bodies - Local Strategic Partnership		Presentation considered by OSC on 7 July 2005.	Future meetings: 2/16 March 2006 6 April 2006
Scrutiny of outside bodies - Primary Care Trust		Presentation to be given to this meeting on the consultation process for the proposed reconfiguration of PCTS and other bodies.	
Administration of PICK system			
London Underground Ltd (LUL) Liaison		Presentation to be arranged for March 2006	
Liaison on Highways Local Service Agreement		P Hardy (Area Highway manager for West Essex) attended 10 November 2005 meeting of Panel.	