

**Overview and Scrutiny Work Programme 2005/06
(as at 6 March 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 meetings: 27 April, 27 July, 31 October 2006, 30 January, 30 April 2007
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. Next report to be submitted to March 2006 meeting	
Draft Private Sector Housing Assistance Policy	September 2006	Delayed – report expected to be produced in September 2006.	
Initiatives for reducing number of Empty Properties in Private Sector.	March 2006	Delayed - Report considered by Panel on 30 January 2006. Reports on costs to be submitted to Cabinet. Draft strategy expected to be produced for March 2006.	
Implementation of Choice Based Lettings Scheme	First report - Sept 2005	In Progress: First report considered by Panel on 15 September 2005. Further reports on the operation of the scheme to be considered in due course.	
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	Report submitted to 3 March 2006 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	

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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
Report on Findings of Private Sector House Condition Survey	Dec 2005	Delayed – Survey completed. It is anticipated that a report will be made on the findings of the survey 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	Not yet due – The draft plan will be reported to the 27 April 2006 meeting of the Panel
Homelessness Strategy	March 2006	Completed by Panel on 30 January 2006
Members Briefings	October 2005	Completed
Increasing the amount of affordable housing	March 2006	Underway Report submitted to the Panel meeting on 3 March 2006
Requests from Witness Mobility Scheme	December 2005	Completed: Considered by Panel on 7 December 2005.

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Housing Service Strategy on Rent Administration and Collection	January 2006	Completed by Panel on 30 January 2006	
Housing Service Strategy on House Sales, Land Sales and Leaseholder Services	January 2006	Completed: Revised draft Strategy considered by Panel on 30 January 2006	
Housing Services Strategies on Allocations and Housing Advise.	March 2006	Completed agreed and submitted to Housing Portfolio Holder for consideration	
Constitutional Affairs Standing Panel			
Council Meetings – Completion of Review of Questions and Motions	By Council meeting on 27 September 2005	Completed	Next meeting: 27 March 2006, 6 June, 7 August, 10 October, 4 December, 8 February, 2 April 2006
Council Meetings – Completion of Review of Future Role	April 2006	Review underway	
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)	Submitted to 20 February 2006 meeting of Panel. Bill currently in Parliament	

ITEM	REPORT DEADLINE	PROGRESS/COMMENTS
Completion of Review of Parliamentary Constituencies	By May 2007 (Subject to ODPM timetable) (Possible reserve list item)	Awaiting Government Proposals
Review of Opportunities for Participation in further Electoral Pilots.	By May 2006 (Subject to ODPM timetable)	Department of Constitutional Affairs approval for pilot given on 14 February 2006. To be considered by the Council on 21 February 2006
Review of Changes in procedures for electoral registration.	By May 2006 (Subject to ODPM timetable)	Submitted to 20 February 2006 meeting of Panel. Bill currently in Parliament
Review of pack for candidates standing at District Council elections in 2006	April 2006 OSC	Completed Pack endorsed by Panel on 20 February 2006 meeting of Panel
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	Completed: New Protocol on use of Members Services considered and supported by the Panel on 5 January 2006 for inclusion in the Constitution On 5 January 2006, the Panel identified a number of issues and as a result referred the review on producing a new policy on Members support to the next Group Leaders meeting on 28 January 2006 for determination outside the OS process.
Periodic Electoral review consultation paper – formulation of response		Completed by Panel on 3 November 2005
Housing Appeals Panel - Title, Terms of Reference and Procedure	April 2006	Completed Report submitted to the 20 February 2006 meeting of Panel

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Complaints Against Councillors – Review of Support	To be agreed	Review underway	
Civic Protocol	April 2006	Completed Report submitted to the 20 February 2006 meeting of Panel	
Review of Area Planning Sub – Committees	April 2006	Review underway	
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Environmental and Planning Services Standing Panel			
Essex County Joint Waste Procurement Process	Ongoing	Panel to receive minutes of Joint Committee as and when they become available.	Next meetings: 28 and 30 March, 13 April, 26 June, 29 August, 30 October, 19 December, 26 February, 26 April 2007
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 K Lawson invited to 30 March 2006 meeting to consider the wider issues.	
Local Plan Alterations	September 2005	Completed	
New Local Development Scheme	Ongoing		

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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.	
Waste Strategy - Government paper on Incineration	March 2006	To be considered by Panel on 28 March and if required on 13 April 2006.	
Finance and Performance Management Standing Panel			
Development of New Council Plan	January 2006	Completed – Draft considered by Panel on 30 January 2006 and now subject to consultation	Next meetings: 1 June, 15 August, 14 November, 15 January, 12 February 2007
Community Conference 2005/06	November 2005	No conference will be held this year. Delete reference from programme	
Finance - Budget Consultation	January 2006	Completed 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	Quarterly	Monitoring of BVPP basket to be undertaken quarterly	

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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	Completed Consultation Strategy considered by Panel on 30 January 2006 – referred to Cabinet for approval	
Quarterly Financial Monitoring	2006/07	Data for period up to December 2005 last reviewed by Panel on 7 February 2006.	
Annual Audit Plan	February 2007	Referred by OSC ON 2 March 2006	
Review of Local Land charges	TBA	Report on increase requested	

ITEM	REPORT DEADLINE	PROGRESS/COMMENTS	
E-Government and ICT Standing Panel			
Review of the Council's IEG Strategy	September 2005	Completed Report on IEG5 submitted to 23 January 2006 meeting of Panel.	Next meeting: 20 March 2006, 12 June, 14 August, 16 October, 12 December, 7 February, 19 April 2007
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	Final report to be submitted to March OSC	The Panel has now completed its work plan.
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	Completed initial report to submitted to March OSC	

ITEM	REPORT DEADLINE	PROGRESS/COMMENTS	
Task and Finish Panel on Register of Local Development Proposals - Completed			
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 has 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			

ITEM	REPORT DEADLINE	PROGRESS/COMMENTS	
Task and Finish Panel on Member Training - Completed			
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.	The Panel has now completed its work plan.
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: 6 April 2006, 25 May, 6 July 31 August, 5 October, 9 November, 7 December, 1 February, 8 March, 5 April 2007
Scrutiny of outside bodies - Primary Care Trust		Presentation received on 2 February 2006 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.	

