

**Overview and Scrutiny Work Programme – 2006/07**  
*As at November 2006*

Item	Report Deadline/Priority	Progress/Comments	Programme of Future Meetings
<i>Housing Standing Panel</i>			
(1) Annual Ethnic Monitoring Review of Housing Applicants	Medium	Submitted to July meeting	30 January 30 April 2007.
(2) Updated draft Housing Strategy	High	<b>Delayed</b> – Due to other commitments it is hoped that the updated draft Housing Strategy can be reported to the Panel in the near future	
(3) Empty Property Strategy	High	Submitted to July meeting	
(4) Housing Service Strategy on the Private Rented Sector	Low	<b>Delayed</b> - The Service Strategy has been drafted, but further work is required.	
(5) Housing Service Strategy on Empty Council Properties	Low	<b>Considered by Panel at 31 October 2006 meeting</b>	
(6) Annual Review of the Housing Allocations Scheme	High	<b>Considered by Panel at 31 October 2006 meeting</b>	
(7) Six-monthly Progress Report on Local Supporting People Strategy Action Plan	Medium	<b>Considered by Panel at 31 October 2006 meeting</b>	
(8) Private Sector Housing Assistance Policy	High	<b>Completed by Panel on 27 July 2006</b>	
(9) Six-monthly Progress Report on Housing Strategy Action Plan	Medium January 2007	Not yet required	
(10) Updated draft HRA Business Plan	High April 2007	Not yet required	

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(11) Updated draft Local Supporting People Strategy	High April 2007	Not yet required	
(12) Implementation of Choice Based Lettings	High - Final Report April 2007	In progress – The Panel considered the draft specification at its special meeting on 11 September 2006	
(13) Housing Harassment Strategy	Medium	Submitted to July 2006 meeting	
(14) Housing Services Strategy on Diversity and Equality	Medium September 2006	<b>Considered by Panel at 31 October 2006 meeting</b>	
(15) Leaseholder Service Charges for Major Works and Improvements – Payment Arrangements	Medium January 2007	<b>To be considered at the January 2007 meeting</b>	
<i>Constitution and Member Services Standing Panel</i>			
(1) Council Meetings – Completion of Review of Future Role.	June 2006	<b>Completed</b> – Panel’s report endorsed by OSC on 6 July 2006 and by Council on 25 July 2006	4 December 2006, 8 February, 2 April 2007
(2) Review of Area Planning Sub – Committees	August 2006	<b>Underway</b> – to be considered at December 2006 meeting	
(3) Complaints Against Councillors – Review of Support.	December 2006	<b>Underway</b> – Report to December 2006	
(4) Review of Changes in the legal requirements concerning postal voting and resource implications/ procedures for electoral registration.	October 2006	<b>Completed</b> by Panel on 10 October 2006	
(5) Review of May 2006 Elections	July 2006	<b>Completed</b> on 10 October 2006	
(6) Completion of Review of Parliamentary Constituencies.	subject to OPDM timetable	<b>Completed</b> on 10 October 2006	

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(7) Re-use of Public Sector Information Guidelines	August 2006	<b>Completed</b> on 11 September 2006	
(8) Review of Cabinet Arrangements	September 2006	<b>Completed</b> on 11 September 2006	
(9) Review of Civic Ceremony	July 2006	<b>Completed-</b> Sub – Group to report direct to OSC on 9 December 2006	
(10) Member Training – Review	December 2006	<b>Underway</b> - Review of this years programme and formulation of 2007/08 programme.	
(11) Audit and Governance Committee – Terms of Reference and Constitution	December 2006	<b>Underway</b> – To be reported to the Panel at its next meeting and the December OSC	
(12) Review of Contract Standing Orders/Financial Regulations	February 2007	Officer Working Party to report	
<i>Environmental and Planning Services Standing Panel</i>			
(1) Essex County Joint Waste Procurement Process	Ongoing	<b>Underway</b> – Panel considers decisions of the West Essex Waste Joint Management Committee as and when they become available	16 January 2007, 26 February, 26 April 2007.
(2) New Local Development Scheme	Ongoing		
(3) Re use of buildings in the Green Belt	Ongoing		
(4) Traffic Issues in the Roydon and Nazeing Areas.		<b>Underway:</b> Focus day agreed to identify issues	
(5) East of England Plan – EFDC Response to Examination in Public		<b>Underway:</b> Next mtg in January to consider central Government recommendations	

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(6) Clean Neighbourhoods and Environment Act 2006 – Implementation of provisions	September 2006	<b>Underway</b> – Panel has discounted option of proposing Community Wardens.	
(7) Ongoing Traveller Issues	Ongoing	Report on future Gypsy and Traveller provision to be submitted to future meeting	
(8) Planning Performance – monitoring of enforcement figures/outcomes	Ongoing	Statistics and reporting arrangements considered by the Panel on 30 October 2006. To be reported on a regular basis in Members Bulletin and reviewed by the Panel following six month trial.	
(9) Waste Management – Size of Wheeled Bins	Ongoing	<b>Completed</b>	
<i>Finance and Performance Management Standing Panel</i>			
(1) Best Value Performance Data	Quarterly	Underway: Ongoing KPI scrutiny PI second quarterly monitoring data to be considered by next meeting of the Panel on 14 November 2006	15 January, 12 February 2007
(2) Performance (Services to be scrutinised in Rotation)		Underway	
(3) Quarterly Financial Monitoring	2006/07	Underway: Quarterly information to be considered by the Panel on 14 November 2006 2006, third quarter – February 2007.	
(4) Annual Audit Plan	February 2007	<b>Completed</b>	
(5) Review of Local Land charges		Completed by Panel on 14 November 2006.	
(6) Local Area Agreements		Panel to monitor Performance Indicators for the Agreements.	
(7) Draft Council Plan 2006-2010		<b>Completed</b>	

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(8) Budget Papers		To be reported at the November, January & February meetings. Nov. meeting to consider growth/ savings; Jan. meeting to consider the detailed budget; & Feb. meeting for last comments prior to formal tax setting	
(9) Value for Money Strategy and Data Quarterly Audit	15 August 2006	Report considered by Panel on 15 August 2006	
(11) Salary Underspends/ Staff Vacancies	15 August 2006	Report considered by Panel on 15 August 2006	
(12) CPA Improvement Plan	November 2006	Report considered by Panel on 14 November 2006	
(13) Consultation Plan	November 2006	Report considered by Panel on 14 November 2006	
(14) Recruitment and retention progress report	November 2006	Report considered by Panel on 14 November 2006	
(15) Value for money analysis	November 2006	Sub – Group to be set up to consider the report in depth.	
<i>Customer Services and ICT Standing Panel</i>			
(1) Customer Contact Centre		Proposed Progress reports on Customer Services Transformation Programme to every meeting	27 November ,12 December 2006, 7 February, 19 April 2007.
(2) Review of Council's IEG Strategy		Underway	
(3) Webcasting Project	November 2006	Pilot evaluation to 12 December 2006 meeting	
(4) Microsoft Enterprise Agreement Referral	February 2006	To December 2006 meeting.	

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(5) Desktop Strategy		February 2007 meeting – Standardisation and Security arrangements	
(6) New Revenue and Benefits System		Initial Cabinet report considered on 19 August 2006. Report due to December 2006 meeting.	
<i>Task and Finish Panel on Leisure Services</i>			
(1) Future Management of Waltham Abbey Sports Centre	February – March 2007.	<b>Underway</b>	21 November 2006
(2) Review of Future Management of the Roding Valley Meadows Local Nature Reserve	February 2007	<b>Underway</b>	
(3) Review of Arts Development in the District	February – March 2007.	<b>Underway</b>	
(4) District Council's Role and involvement in Outdoor and Community Events	February – March 2007.	<b>Underway</b>	
<i>Town Centre and Car Parks Task and Finish Panel</i>			
(1) Free Saturday parking		<b>Completed</b> Considered on 2 October 2006. Report to be submitted to Cabinet on 13 November 2006	28 November 2006
(2) Car parking enforcement contract	High	<b>Completed</b> to be submitted to this OSC.	
(3) Anti Social Behaviour in Car Parks	High		

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(4) Development potential of EFDC owned Car Parks		Consultants to attend 28 Nov meeting.	
<i>Crime and Disorder Task and Finish Panel</i>			
Crime and Disorder Act 1998 - Government Review and Recommendations		Last mtg on 23 November 2006 received presentations from the PCT and Fire Service. Next mtg to engage with other local relevant services.	TBA
<i>Local Strategic Partnership Task and Finish Panel</i>			
Review of Government Consultation paper 'Local Strategic Partnerships - shaping their future'	May 2007	<b>Underway.</b> The Panel have reached report formulation stage. Anticipated that findings will be reported to Feb OSC	TBA.
<i>Older and Disabled Persons Task and Finish Panel</i>			
Review of Services provided by this Council and associated voluntary agencies to older persons and the disabled.	December/January 2007	<b>Underway</b> The Panel have reached report formulation stage. Anticipated that findings will be reported to Feb OSC	

*Overview and Scrutiny Committee*

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(1) Scrutiny of London Underground Ltd	April 2006		1 February, 8 March, 5 April 2007.
(2) Response to proposed changes to Whipps Cross Hospital	November 2006	Considered on 9 November 2006.	
(3) Presentation from the Local Commissioner for Children's and Young Peoples Services.	February 2006	Agreed that CYPSP be invited back to report outcomes	
(4) Scrutiny of Highways Local Service Agreement	March 2006		
(5) Scrutiny of organised bodies - PCT	<b>TBA</b>	<b>TBA</b>	
(6) Scrutiny of Epping Forest College	May 2006	Principal attended May 2006 meeting	
(7) Scrutiny of Essex Police – Merger Proposals	July 2006	Essex Police attended July 2006 meeting	
(8) Scrutiny of Essex Police – Neighbourhood Policing Initiative	December 2006	To attend this meeting	
(9) Draft Council Plan 2006-2010	July 2006	Submitted to July 2006 meeting	
(10) Scrutiny of Cabinet Forward Plan	August 2006	Considered at 31 August 2006 meeting	