

Overview and Scrutiny Work Programme – 2006/07
As at January 2007

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	No longer required –report on letter from GO-East to be considered at this meeting.	
(3) Empty Property Strategy	High	Considered by Panel at 27 July 2006 meeting	
(4) Housing Service Strategy on the Private Rented Sector	Low	Considered by Panel at 31 October 2006 meeting	
(5) Housing Service Strategy on Empty Council Properties	Low	Considered by Panel at 31 October 2006 meeting	
(6) Annual Review of the Housing Allocations Scheme	High	Considered by Panel at 31 October 2006 meeting	
(7) Six-monthly Progress Report on Local Supporting People Strategy Action Plan	Medium	Considered by Panel at 31 October 2006 meeting	
(8) Private Sector Housing Assistance Policy	High	Completed by Panel on 27 July 2006	
(9) Six-monthly Progress Report on Housing Strategy Action Plan	Medium January 2007	Not longer required for this year - report on letter from GO-East to be considered at January 2007 meeting	
(10) Updated draft HRA Business Plan	High April 2007	Not yet required	
(11) Updated draft Local Supporting People Strategy	High April 2007	Not yet required	

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(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. Oral report to be given to this meeting	
(13) Six-monthly Progress Report on Housing Business Plan Action Plan	Medium January 2007	To be considered at the January 2007 meeting	
(13) Housing Harassment Strategy	Medium	Submitted to July 2006 meeting	
(14) Housing Services Strategy on Diversity and Equality	Medium September 2006	Considered by Panel at 31 October 2006 meeting	
(15) Leaseholder Service Charges for Major Works and Improvements – Payment Arrangements	Medium January 2007	To be considered at the January 2007 meeting	
(16) Tenant Satisfaction Survey Results	January 2007	To be considered at this meeting – The detailed results of the tri-annual Tenant Satisfaction Survey are due to be considered at this meeting.	
(17) Housemark Benchmarking Report of Housing Services	January 2007	To be considered at this meeting – The results of the first Housemark Benchmarking Report of Housing Services are due to be considered at this meeting.	
<i>Constitution and Member Services Standing Panel</i>			
(1) Council Meetings – Completion of Review of Future Role.	June 2006	Completed – Report endorsed by OSC on 6 July 2006 and by Council on 25 July 2006	8 February, 2 April 2007
(2) Review of Area Planning Sub – Committees	August 2006	Completed - Report submitted to OSC on 7 Dec 2006.	
(3) Complaints Against Councillors – Review of Support.	December 2006	Completed Report considered by OSC and Cabinet in Dec 2006.	

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(4) Review of Changes in the legal requirements concerning postal voting and resource implications/ procedures for electoral registration.	October 2006	Completed on 10 October 2006	
(5) Review of May 2006 Elections	July 2006	Completed on 10 October 2006	
(6) Completion of Review of Parliamentary Constituencies.	subject to OPDM timetable	Completed on 10 October 2006	
(7) Re-use of Public Sector Information Guidelines	August 2006	Completed on 11 September 2006	
(8) Review of Cabinet Arrangements	September 2006	Completed on 11 September 2006	
(9) Review of Civic Ceremony	July 2006	Completed - Sub – Group to report direct to OSC on 9 December 2006	
(10) Member Training – Review	February 2007	Underway - Review of this years programme and formulation of 2007/08 programme.	
(11) Audit and Governance Committee – Terms of Reference and Constitution	December 2006	Completed Proposals endorsed by the Cabinet on 18 December 2006.	
(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	Underway – Panel considers decisions of the West Essex Waste Joint Management Committee as and when they become available	26 February, 26 April 2007.

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(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.	Ongoing	Underway - Focus day agreed in principle to identify issues	
(5) East of England Plan – EFDC Response to Examination in Public		Underway: meeting on 16 January 2007 commented on summary of proposals	
(6) Clean Neighbourhoods and Environment Act 2006 – Implementation of provisions	April 2007	Underway	
(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	Completed	
<i>Finance and Performance Management Standing Panel</i>			
(1) Best Value Performance Data	Quarterly	Underway: Ongoing KPI scrutiny PI second quarterly monitoring data considered by Panel on 14 November 2006	12 February 2007
(2) Performance (Services to be scrutinised in Rotation)		Underway : Local Land Charges considered on 14 November 2006	
(3) Quarterly Financial Monitoring	2006/07	Underway: Third Quarterly information to be considered by the Panel on 12 February 2007.	

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(4) Annual Audit Plan	February 2007	Completed	
(5) Local Area Agreements		Panel considered Performance Indicators on 14 November 2006.	
(6) Draft Council Plan 2006-2010		Completed	
(7) 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	
(8) Value for Money Strategy and Data Quarterly Audit		Report considered by Panel on 15 August 2006	
(9) Salary Underspends/ Staff Vacancies		Report considered by Panel on 15 August 2006	
(9) CPA Improvement Plan		Report considered by Panel on 14 November 2006	
(10) Consultation Plan		Report considered by Panel on 14 November 2006	
(11) Recruitment and retention progress report		Report considered by Panel on 14 November 2006	
(12) Value for money analysis		Sub – Group to be set up to consider the report in depth.	
<i>Customer Services and ICT Standing Panel</i>			
(1) Customer Contact Centre	Ongoing see (7) below	Proposed Progress reports on Customer Services Transformation Programme to every meeting	7 February, 19 April 2007.
(2) Review of Council's IEG Strategy	August 2006	Completed on 14 August 2006	

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(3) Webcasting Project	July 2007	Further evaluation to be presented at July 2007 mtg. Project agreed to continue pending evaluation	
(4) Microsoft Enterprise Agreement Referral	February 2007	To be considered at February 2007 mtg	
(5) Desktop Strategy	February 2007	February 2007 meeting – Standardisation and Security arrangements	
(6) New Revenue and Benefits System		Cabinet report to be submitted to February 2007 mtg	
(7) Customer Services Working Group feedback	April 2007	New	
<i>Task and Finish Panel on Leisure Services</i>			
(1) Future Management of Waltham Abbey Sports Centre	May/June 2007	Underway: Consultation undertaken with King Harold High School. Awaiting Governing Bodies views	18 January 2007 – Cancelled
(2) Review of Future Management of the Roding Valley Meadows Local Nature Reserve	March 2007	Underway: Largely complete. Final meeting with Grange Farm Trust and Corporation of London planned for February 2007.	
(3) Review of Arts Development in the District	March 2007.	Underway: Final date for review to be arranged	
(4) District Council's Role and involvement in Outdoor and Community Events	March 2007.	Underway: Presentation scheduled for January mtg.	
<i>Town Centre and Car Parks Task and Finish Panel</i>			
(1) Free Saturday parking	December 2006	Completed Considered on 2 October 2006. Report submitted to Cabinet on 13 November 2006	

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(2) Car parking enforcement contract	High	Completed: submitted to December OSC.	
(3) Anti Social Behaviour in Car Parks	High	To be considered at next meeting	
(4) Development potential of EFDC owned Car Parks	December 2006	Completed: submitted to December 2006 Cabinet	
<i>Crime and Disorder Task and Finish Panel</i>			
Crime and Disorder Act 1998 - Government Review and Recommendations		Next meeting to hear from Youth Offenders Service and Drugs Intervention Team.	TBA
<i>Local Strategic Partnership Task and Finish Panel</i>			
Review of Government Consultation paper 'Local Strategic Partnerships - shaping their future'	May 2007	Underway. The Panel have reached report formulation stage. Anticipated that findings will be reported to Feb OSC	TBA.

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<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	Underway The Panel have reached report formulation stage. Anticipated that findings will be reported to Feb OSC	

Overview and Scrutiny Committee

<i>Overview and Scrutiny Committee</i>			
(1) Scrutiny of London Underground Ltd	April 2007		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 2007	Local Commissioner to attend February 2007 mtg	
(4) Scrutiny of Highways Local Service Agreement	March 2007		
(5) Scrutiny of organised bodies – PCT	TBA	TBA	
(6) Scrutiny of Epping Forest College	May 2006	Considered on 25 May 2006	
(7) Scrutiny of Essex Police – Merger Proposals	July 2006	Considered on 6 July 2006	
(8) Scrutiny of Essex Police – Neighbourhood Policing Initiative	December 2006	Considered on 7 December 2006.	
(9) Draft Council Plan 2006-2010	July 2006	Submitted to July 2006 meeting	
(10) Scrutiny of Cabinet Forward Plan	August 2006	Considered on 31 August 2006	
(11) Free Saturday Car Parking - Progress Report	March 2007		