

Overview and Scrutiny Work Programme – 2006/07
As at March 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	Completed by Panel at 27 July 2006 meeting	5 July, 25 October, 22 January 2007, 21 April 2008
(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	Completed by Panel at 27 July 2006 meeting	
(4) Housing Service Strategy on the Private Rented Sector	Low	Completed by Panel on 31 October 2006	
(5) Housing Service Strategy on Empty Council Properties	Low	Completed by Panel on 31 October 2006	
(6) Annual Review of the Housing Allocations Scheme	High	Completed by Panel on 31 October 2006	
(7) Six-monthly Progress Report on Local Supporting People Strategy Action Plan	Medium	Completed by Panel on 31 October 2006	
(8) Private Sector Housing Assistance Policy	High	Completed by Panel on 27 July 2006	
(9) Six-monthly Progress Report on Housing Strategy Action Plan	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	April 2007	Not yet due	
(11) Updated draft Local Supporting People Strategy	April 2007	Not yet due	

Item	Report Deadline/Priority	Progress/Comments	Programme of Future Meetings
(12) Implementation of Choice Based Lettings	July 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	January 2007	Completed by Panel on 30 January 2007	
(13) Housing Harassment Strategy	July 2006	Completed by Panel on 27 July 2006	
(14) Housing Services Strategy on Diversity and Equality	September 2006	Completed by Panel at 31 October 2006	
(15) Leaseholder Service Charges for Major Works and Improvements – Payment Arrangements	January 2007	Completed by Panel on 30 January 2007	
(16) Tenant Satisfaction Survey Results	January 2007	Completed by Panel on 30 January 2007	
(17) Housemark Benchmarking Report of Housing Services	January 2007	Completed by Panel on 30 January 2007	
(18) Housing Service Strategy on Harassment	July 2006	Completed	
(19) Housing Service Strategy on Diversity and Equality	September 2006	Completed	
(20) Leaseholder Service Charges for Major Works and Improvements – Payment Arrangements	January 2007	Completed	

Constitution and Member Services Standing Panel

<i>Constitution and Member Services Standing Panel</i>			
(1) Council Meetings – Completion of Review of Future Role.	June 2006	Completed	2 April, 5 June, 30 July, 11 October 2007, 12 February, 28 April 2008
(2) Review of Area Planning Sub – Committees	August 2006	Completed –on 6 Nov 2006.	
(3) Complaints Against Councillors – Review of Support.	December 2006	Completed Report considered by OSC and Cabinet in Dec 2006.	
(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 on 9 December 2006	
(10) Member Training – Review	February 2007	Completed on 6 February 2006	
(11) Audit and Governance Committee – Terms of Reference and Constitution	December 2006	Completed on 4 December 2006	
(12) Review of Contract Standing Orders/Financial Regulations	April 2007	Officer Working Party to report	

(13) New Question Time at Council Meetings – Formulation of Protocol	April 2007		
<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 April, 26 June, 5 September, 29 October, 20 December 2007, 28 February, 23 April 2008
(2) New Local Development Scheme	Ongoing		
(3) Re use of buildings in the Green Belt/Traffic Issues in the Roydon and Nazeing Areas.	Ongoing	Underway - Focus day agreed to identify issues for 7 March 2007. Results to be considered by Panel.	
(4) East of England Plan – EFDC Response to Examination in Public		Underway: meeting on 16 January 2007 commented on summary of proposals	
(5) Clean Neighbourhoods and Environment Act 2006 – Implementation of provisions	April 2007	Underway	
(6) Ongoing Traveller Issues	Ongoing	Report on future Gypsy and Traveller provision to be submitted to future meeting.	
(7) 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.	
(8) Waste Management – Size of Wheeled Bins	Completed	Completed	

Finance and Performance Management Standing Panel

(1) Best Value Performance Plan 2007/08		Summary BVPP considered on 12 February 2007. Arrangements for consideration of Full BVPP agreed on 12 February 2007.	19 June, 14 August , 13 November 2007, 14 January, 11 February 2008
(2) Key Performance Indicators - Quarterly Monitoring	Ongoing	Underway Third Quarter information considered on 12 February 2007.	
(3) Quarterly Financial Monitoring	Ongoing	Underway: Third Quarter-information considered on 12 February 2007.	
(4) Performance (Services to be scrutinised in Rotation)	Ongoing	Underway	
(5) Review of Local Land Charges		Completed	
(6) Annual Audit Plan	February 2007	Completed	
(7) Local Area Agreements – Performance Monitoring	Ongoing	Underway: —Quarterly performance monitoring to commence from start of 2007/08 municipal year	
(8)-Council Plan 2006-2010 – Performance Monitoring		Publication of Council Plan completed . Annual performance monitoring to commence from start of 2007/08 municipal year	
(9) Budget	February 2007	Completed on 12 February 2007	
(10) Value for Money Strategy and Data Quality Strategy		Completed on 15 August 2006	
(11) Annual Value for Money Analysis	Ongoing	Underway: Sub–Group set up to consider VFM Analysis for 2006/07. Sub–Group to meet on 8 March 2007 to consider the analysis and propose areas for possible Task and Finish Panels	
(12) Salary Underspends/ Staff Vacancies		Completed Report considered by Panel on 15 August 2006	

(13) CPA Improvement Plan – Performance Monitoring		Review of Improvement Plan completed on 14 November 2006. Quarterly performance monitoring of outstanding actions to commence from start of 2007/08 municipal year
(14) Annual Consultation Plan	Ongoing – Annual review to June 2007	Consultation Plan to be considered at first meeting of each municipal year
(15) Fees and Charges		Completed on 14 November 2006
(16) Recruitment and retention progress report		Completed on 14 November 2006
(17) Land Assets - Performance		Added to programme at last meeting.

<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	19 April, 26 July, 15 October 2007, 15 January, 17 April 2008
(2) Review of Council's IEG Strategy	August 2006	Completed on 14 August 2006	
(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	Completed at February 2007 mtg	
(5) Desktop Strategy	February 2007	Completed at February 2007 mtg	
(6) New Revenue and Benefits System		Completed at 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	TBA
(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.	

Town Centre and Car Parks Task and Finish Panel

<i>Town Centre and Car Parks Task and Finish Panel</i>			
(1) Free Saturday parking	December 2006	Completed	TBA
(2) Car parking enforcement contract	High	Completed	
(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:	

Crime and Disorder Task and Finish Panel

<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

Local Strategic Partnership Task and Finish Panel

<i>Local Strategic Partnership Task and Finish Panel</i>			
Review of Government Consultation paper 'Local Strategic Partnerships - shaping their future'	May 2007	Completed on 8 March 2007	TBA.

Older and Disabled Persons Task and Finish Panel

<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 April OSC	No further meetings anticipated

Overview and Scrutiny Committee

(1) Scrutiny of London Underground Ltd	April 2007		5 April, 7 June, 12 July, 30 August, 4 October, 8 November, 13 December 2007 31 January, 6 March, 10 April 2008
(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 attended February 2007 meeting	
(4) Scrutiny of Highways Local Service Agreement	March 2007	To be considered at this meeting	
(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		
(12) Annual Report	March/April 2007		
(13) 2007/08 OS Work Plan	March/April 2007	Formulation of next years programme	