

Draft Overview and Scrutiny Work Programme – 2007/08

Overview and Scrutiny Committee			
Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
(1) Scrutiny of London Underground Ltd	June 2007	To be considered at this meeting	10 July, 30 August, 4 October 8 November 13 December 2007 31 January, 6 March, 10 April 2008
(2) Scrutiny of Highways Local Service Agreement	Spring 2008		
(3) Scrutiny of organised bodies – West Essex PCT	To report in new year	Chairman of PCT Aiden Thomas attended 5 April 2007 OSC	
(4) Epping Forest Local Strategic Partnership – Scrutiny of Chairman and Member level EFDC representatives	Spring 2008	Agreed that the representatives be invited to report to the Committee on an annual basis	
(5) Scrutiny of Essex Police – Neighbourhood Policing Initiative	TBA	Committee need to decide on whether its wishes to receive another presentation on this during this year bearing in mind the Task and Finish Panel on Crime Disorder only recently received a presentation from the Police on similar issues.	
(6) Scrutiny of Cabinet Forward Plan	July 2007		
(7) Six monthly review - Monitoring of OS recommendations Free Saturday Car Parking – progress reports Review of work plan	October 2007		

Standing Panels			
Housing Standing Panel			
Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
(1) Implementation of Choice Based Lettings	High Ongoing in 2007/8		5 July, 2007 25 October 22 January 2008 21 April
(2) Private Sector Housing Strategy Action Plan	High Ongoing 2007/08		
(3) Progress on Meeting PSA7 target on Decent Homes	High Ongoing 2007/08		
(4) Implementation of Housing Assistance Policy 2007	High August 2007		
(5) Annual Ethnic Monitoring Review of Housing Applicants	Medium July 2007		
(6) Draft Housing Strategy Statement & Strategic Housing Action Plan	High October 2007		
(7) Annual Review of the Housing Allocations Scheme	High October 2007		
(8) Review of Incentives for Tenants to move to smaller accommodation	Medium October 2007		
(9) Six-monthly Progress report on Housing Business Action Plan	Medium January 2008		
(10) Six-monthly Progress Report on Strategic Housing Action Plan	Medium April 2008		
(11) Updated draft HRA Business Plan	High April 2008		

Constitution and Member Services Standing Panel			
Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
(1) Review of May 2007 Elections	21 June, 2007		21 June, 2007 30 July, 11 October, 11 December, 12 February, 2008 28 April
(2) Review of Protocol on Outside Organisations	30 July 2007		
(3) Cabinet operations in Emergency Situations	30 July 2007		
(4) Review of Polling Stations	11 October 2007	New Statutory Requirement for 4 yearly review of polling stations with particular reference to disabled people.	
(5) Local Government White Paper: Changes to OS including Community Call for Action Electoral Cycle Local Strategic Partnerships	11 October 2007 – Provisional depending on government timetable.		
(6) Member Training Review	12 February 2008		
(7) Annual Review of Contract Standing Orders/Financial Delegation	28 April 2008		

Environmental and Planning Services Standing Panel			
Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
(1) Essex County Joint Waste Procurement Process	Ongoing	Panel to consider decisions of the West Essex Waste Joint Management Committee as and when they become available	26 June, 2007 5 September, 29 October, 20 December, 28 February, 2008 23 April 2008
(2) New Local Development Scheme	Ongoing	Awaiting Final Version of East of England Plan	
(3) Re use of buildings in the Green Belt/Traffic Issues in the Roydon and Nazeing Areas.	Ongoing	Underway – Report on Focus day held in March 2007 be considered at next meeting on 26 June 2007.	
(4) East of England Plan – EFDC Response to Final Version		Underway	
(5) Clean Neighbourhoods and Environment Act 2005 – Implementation of provisions		Underway *Proposed that Sub – Group be set up to look at this issue in detail*	
(6) Ongoing Traveller Issues	Ongoing	Report to be submitted to future meeting	
(7) Planning Performance – monitoring of enforcement figures/outcomes	Ongoing	Statistics to be reported on a regular basis in Members Bulletin and reviewed by the Panel following six month trial.	
(8) Parking on Grass Verges/ Parking in Residential Area To monitor the recommendations of the 2005/06 Task and Finish Panel on Parking in Residential Areas and, if necessary, identify follow action required.		Position statement to be considered by next meeting of Panel on 26 June 2007.	

Finance and Performance Management Standing Panel			
Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
(1) Best Value Performance Plan 2007/08		Arrangements for consideration of Full BVPP agreed on 12 February 2007.	19 June, 2007 14 August, 13 November 14 January, 2008 11 February
(2) Key Performance Monitoring Indicators – Quarterly	Ongoing	Underway – third quarter information was considered on 7 February 2007	
(3) Quarterly Financial Monitoring	Ongoing	Underway – Third Quarter information was considered on 12 February 2007	
(4) Performance (Services to be scrutinised in Rotation)	Ongoing		
(5) Local Area Agreements – Performance Monitoring	Ongoing	Quarterly performance monitoring to commence from start of 2007/08 municipal year	
(6) Council Plan 2006-2010 Performance Monitoring		Publication of Council Plan completed . Annual performance monitoring to commence from start of 2007/08 municipal year.	
(7) Annual Value for Money Analysis	Ongoing	Underway – Sub group set up to consider VFM Analysis for 2006/07. Sub Group met on 8 March 2007 to consider the analysis and propose areas for possible Task and Finish Panels.	
(8) CPA Improvement Plan – Performance Monitoring	Ongoing	Review of improvement plan completed on 14 November 2006. Quarterly performance monitoring of outstanding actions to commence from start of 2007/08 municipal year	
(9) Annual Consultation Plan	Ongoing – Annual Review to June 2007	Consultation Plan to be considered at first meeting of each year	

(10) Land Assets – Performance		Added to programme by OSC on 1 February 2007	
(11) Value for Money in Leisure Services		Added to Programme at last meeting.	
(12) *Customer Contact Centre	Ongoing see (14) below	Proposed Progress reports on Customer Services Transformation Programme to every meeting	
(13) *Webcasting Project	July 2007	Further evaluation to be presented at July 2007 mtg. Project agreed to continue pending evaluation	
(14) *Customer Services Working Group feedback		New Item	
* = items previously under disbanded Customer and ICT Panel			

Task and Finish Panels			
Leisure Services – to be reinstated for completion of work			
Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
(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 Arts Development in the District		To investigate the feasibility of an alternative delivery of the Arts in the District	
(3) District Council's Role and involvement in Outdoor and Community Events		Completed	
(4) Monitoring of Youth Initiatives Scheme		*New Item*	

Provision of Value for Money within Planning Services – <i>New Task and Finish Panel</i>			
Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
Provision of Value for money within the Development Control (Planning Services function)		New Panel set up to consider: <ul style="list-style-type: none"> • Success of action to reduce backlog of planning applications • Improvements in performance • Ways of increasing the effectiveness of Value for Money Analysis for 2005/06 and future years 	TBA

Town Centre and Car Parks Task and Finish Panel – <i>New Task and Finish Panel</i>			
Item	Report Deadline / Priority	Progress Comment	Programme of Future Meetings
Anti Social Behaviour in Car Parks	High	The OS planning meeting on 22 March requested that the views of the Chairman and Lead Officer of the Panel be sought on whether the Panel should be reconstituted to complete this item.	TBA
Town Centres - Ways of enhancing the District Town Centres		The Panel has yet to start this element of its work plan.	

Crime and Disorder Task and Finish Panel – <i>to be continued for completion of work</i>			
Item	Report Deadline / Priority	Progress Comment	Programme of Future Meetings
Crime and Disorder Act 1998 – Government Review and Recommendations			
Scoping and Terms of Reference setting.	Tuesday, 27 June 2006	A draft terms of reference was considered and agreed by the panel.	
The Panel questioned the Police on using the National Intelligence Model and how they would hope to pinpoint areas causing concerns.	Thursday, 12 October 2006	The Panel received a presentation from Chief Super. Andy Adams.	
The Panel devoted a meeting to the PCT with a view to questioning about the link between mental health and crime, and the Fire Brigade	Thursday, 23 November 2006	The Panel received a presentation from Alison Cowie and Mike O'Keefe on mental health and crime. They also received a presentation from Peter Ashby from Essex Fire Services.	
The Panel to host a joint meeting with the Probation Service and the Youth Offending Team.	Thursday, 15 March 2007	The Panel received two presentations, one from Paulette Burrell from the Essex Youth Offending Team and one from Richard Meads from the Essex Probation Team.	
A meeting devoted to EFDC specialist officer giving an insight into the national Intelligence Model along with an up date from the Police.	Monday, 23 April 2007		

<p>To consider views of the Anti Social Behaviour Officer and the officer responsible for CCTV coverage and the Youth Services Officer.</p> <p>The Task and Finish Panel will also consider the role of EFDC Crime Reduction Team and the resources available to it.</p>			
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