

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	To report in new year	Completed on 7 June 2007, LUL to report to back to a future OSC in 2008	13 December 2007 31 January, 6 March, 10 April 2008
(2) Scrutiny of Highways Local Service Agreement	Spring 2008		
(3) Scrutiny of organised bodies – PCT	To report in new year	Representatives of the PCT to report on an annual basis	
(4) Scrutiny of Epping Forest Local Strategic Partnership – Chairman and Member level EFDC representatives	Spring 2008	Representatives of the partnership to report on an annual basis	
(5) Scrutiny of Essex Police – Community Policing Initiative	March 2008	Chief Superintendent to report to 6 March 2008 meeting on the initiative and general policing issues.	
(6) Provision of Youth Services within the District	TBA	Request submitted by Councillor K Angold - Stephens and added to the work plan by the OSC on 4 October 2007.	
(7) Scrutiny of Cabinet Forward Plan	July 2007	Completed on 10 July 2007	

<p>(7) Six monthly review -</p> <p>(a) Monitoring of OS recommendations</p> <p>(b) Free Saturday Car Parking – progress reports</p> <p>(c) OS work programme</p> <p>(d) Crime and Disorder Task and Finish Panel – Update on work</p>	<p>Completed on 4 October 2007</p>		
<p>(8) Webcasting Evaluation</p>	<p>August 2007</p>	<p>Completed on 2 August 2007</p>	
<p>(9) North West Essex PCT – Proposal for Joint Scrutiny Review</p>		<p>At its meeting on 10 July 2007, the Committee supported in principle the proposal and requested full details. Officers are currently awaiting Uttlesford Council to arrange an officers meeting.</p>	
<p>(10) OS Review – 18 September 2007</p>	<p>To November 2007 OSC meeting.</p>	<p>Outcomes to be submitted to this OSC.</p>	
<p>(11) District Transport in Rural Areas</p>		<p>In August 2007, Members of the OSC met with the Head of Highways and Transportation for County to consider the proposal to refer this bid to the County for review by its Highways and Transportation Scrutiny Panel. Following this meeting it was agreed that a survey be undertaken and an item placed in the Forester Magazine to ascertain user views on the quality of rural transport.</p>	

Standing Panels

Housing Standing Panel

Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
(1) Implementation of Choice Based Lettings	High	Written or Oral reports to be considered at each meeting of the Panel. Latest report given to the October Panel meeting.	5 July, 2007 – cancelled 25 October 22 January 2008 21 April
(2) Private Sector Housing Strategy Action Plan	High	Presentation given to the October 07 meeting.	
(3) Progress on Meeting PSA7 target on Decent Homes	High	Progress report to be given to the April 2008 meeting.	
(4) Implementation of Housing Assistance Policy 2007	High August 2007	In progress – update given at the October 07 meeting as part of the Private Sector Housing Strategy Action Plan. A more detailed update will be given in July 2008.	
(5) Annual Ethnic Monitoring Review of Housing Applicants	Medium July 2007	Completed at the April 2007 meeting.	
(6) Draft Housing Strategy Statement & Strategic Housing Action Plan	High October 2007	Deferred until the January 08 meeting – DCLG Guidance has only recently been received.	
(7) Annual Review of the Housing Allocations Scheme	High October 2007	Considered at the October 2007 meeting	
(8) Review of Incentives for Tenants to move to smaller accommodation	Medium October 2007	Included within the report on the Annual Review of the Allocations Scheme at the October 2007 meeting.	
(9) Six-monthly Progress report on Housing Business Action Plan	Medium January 2008	Not yet required	

(10) Six-monthly Progress Report on Strategic Housing Action Plan	Medium April 2008	Not yet required	
(11) Updated draft HRA Business Plan	High April 2008	Not yet required	
Issues Added to Original Work Programme During the Year			
(12) Housing Service Strategy on Energy Efficiency	Medium October 2007	Considered at the October 2007 meeting	
(13) Housing Service Strategy on Housing Information.	Medium October 2007	Considered at the October 2007 meeting.	
(14) Housing Service Strategy on Tenant Participation.	Medium October 2007	Considered at the October 2007 meeting.	
(15) Housing Service Strategy on Rent Arrears.	Medium October 2007	Considered at the October 2007 meeting.	
(16) Housing Service Standards and Housing Charter	Medium October 2007	Considered at the October 2007 meeting.	
(17) Review of Careline Service	Medium January 2008	Not yet required	

Constitution and Member Services Standing Panel – October 2007

Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
(1) Review of May 2007 Elections	21 June 2007	Completed on 21 June 2007	20 November 2007
(2) Review of Protocol on Outside Organisations	11 October 2007	Completed - on 11 October 2007 Report attached to this agenda	11 Dec 2007
(3) Cabinet operations in Emergency Situations	11 October 2007	Completed - on 11 October 2007 Report attached to this agenda	15 January 2008 (Provisional) 12 February 2008
(4) Review of Polling Stations	11 October 2007	Completed on 11 October 2007 Proposals to be reported direct to Council on 30 October 2007	28 April 2008
(5) Local Government White Paper: Changes to OS (including Community Call for Action) Electoral Cycle Local Strategic Partnerships Executive Functions		Discussion Papers on Electoral Cycle and Changes to OS considered on 11 October 2007 – Further reports to be made. Discussion Paper on Executive Functions to be considered by the Panel on 20 November 2007.	Provisional dates for extra meetings requested at meeting on 21 June 07
(6) OS Review Seminar - 18 September 2007	11 October 2007	Completed - on 11 October 2007 Report attached to this agenda	
(7) Determination of Members' Planning Applications	11 October 2007	Completed - on 11 October 2007 Report to be submitted to Full Council in December 2007	
(8) Cabinet Committees	11 October 2007	Completed - on 11 October 2007 Report to be submitted to Full Council in December 2007	
(9) Member Training Review	12 February 2008	Annual Review	
(10) Annual Review of Contract Standing Orders/Financial Delegation	28 April 2008		
(11) Communications and access to information both within this Council and between other Authorities.	November 2007	Request to be considered by the Panel on 20 November 2007	

Environmental and Planning Services Standing Panel

Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
(1) Essex County Joint Waste Procurement Process	To receive the minutes from the last meeting/s.		29 October, 20 December, 28 February, 2008 23 April 2008
(2) New Local Development Scheme and East of England Plan – EFDC Response to Final Version	See comments	Still awaiting the final version of the East of England plan – expected in the new year.	
(3) Re use of buildings in the Green Belt/Traffic Issues in the Roydon and Nazeing Areas.	Ongoing	Underway – Final report and action plan endorsed by the Panel on 5 September 2007. Progress report submitted to Panel on 29 October 2007.	
(4) Clean Neighbourhoods and Environment Act 2005 – Implementation of provisions		Underway: Sub - group of Members established to investigate the matters. Met on 18 October 2007	
(5) Ongoing Traveller Issues	Work transferred to the Housing Standing Panel.	Paynes Lane Report and Actions now completed.	
(6) Planning Performance – monitoring of enforcement figures/outcomes		Panel to review the need for this item at its next meeting.	
(7) Anti Social Behaviour in Car Parks	High	New Item added to the work plan by the OSC on 4 October 2007.	

<p>(8) Parking on Grass Verges/ Parking in Residential Area</p> <p>To monitor the recommendations of the 2005/06 Task and Finish Panel on Parking in Residential Areas and, if necessary, identify any follow action required.</p>		<p>New West Area Highways Manager to attend Panel meeting on 29 October 2007.</p>	
<p>(9) Climate Change – April 2007 Council motion</p>	<p>Awaiting Cabinet's adoption</p>	<p>Considered at the September 07 meeting, recommended to Cabinet for adoption. Further reports to be submitted to future Panel meetings.</p>	

Finance and Performance Management Standing Panel

Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
(1) Best Value Performance Plan 2007/08	Report considered annually – ends February.	BVPP for 2008/09 to be considered in February 2008.	13 November 14 January, 2008 11 February
(2) Key Performance Monitoring Indicators – Quarterly	Reports to be considered on a quarterly basis.	Underway First Quarter information considered at the 14 August 2007 meeting. Next quarterly figures to go to the 13 November '07 meeting.	
(3) Quarterly Financial Monitoring	Reports to be considered on a quarterly basis.	Underway: First Quarter information was considered on 14 August '07. Next quarterly figures to go to the 13 November '07 meeting.	
(4) Performance (Services to be scrutinised in Rotation)		To look at the Council's land and accommodation strategy at the January 2008 meeting.	
(5) Local Area Agreements – Performance Monitoring	Reports considered on a six monthly basis	Performance monitoring commenced from start of 2007/08 municipal year. Next report due February 2008.	
(6) Council Plan 2006-2010 Performance Monitoring	Report considered on an annual basis.	Publication of Council Plan completed . Performance monitoring commenced from start of 2007/08 municipal year. Next report due May/June 2008.	
(7) Annual Value for Money Analysis	Completed	Completed – 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. The Sub-group suggested the VFM on Planning Task and Finish Panel.	
(8) CPA Improvement Plan – Performance Monitoring	Reports considered on a six-monthly basis.	Performance monitoring of outstanding CPA actions commenced from start of 2007/08 municipal year. Next report due February 2008.	

(9) Annual Consultation Plan	Report considered on an annual basis.	Consultation Plan considered at first meeting of each municipal year. Next report due May/June 2008.	
(10) Land Assets – Performance		Added to programme by OSC on 1 February 2007	
(11) Value for Money in Leisure Services	Completed	Completed at June 07 Meeting.	
(12) Detailed Portfolio Budgets	To go to the January 2008 meeting.	Annual review of the Portfolio holders budgets.	
(13) Medium Term Financial Strategy	To go to the January 2008 meeting.	To review the Council's medium term financial strategy.	

Task and Finish Panels

Leisure Services

Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
(1) Future Management of Waltham Abbey Sports Centre		Underway: New dual agreement and timetable to be brought to next meeting.	31 October - cancelled 27 November
(2) Review of the Feasibility for alternative Arts Development in the District		Scope of review considered on 5 July 2007 – a full report considered at it's 18 September 2007 meeting.	
(3) Monitoring of Youth Initiatives Scheme		Scope of review considered on 5 July 2007	
(4) 2012 Olympics To undertake a review of the opportunities presented by the games for the 2021 Olympic and Paralympic Games and bring forward proposals as to how the Council may wish to respond, including priorities for action and any resource implications		Presentation considered on 5 July 2007 on the Cultural and youth opportunities for the District. Panel also considered Cabinet report on the request for the Panel to look into the opportunities presented by the Games and identify an Action Plan for legacy, as requested by the Essex Co-ordinating Body.	

Provision of Value for Money within Planning Services – *New Task and Finish Panel*

Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
Provision of Value for money within the Development Control (Planning Services function)	April 2008	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 effective of Value for Money Analysis for 2005/06 and future years 	23 October 2007

Town Centre and Car Parks Task and Finish Panel - Disbanded by OSC on 4 October 2007

Item	Report Deadline / Priority	Progress Comment	Programme of Future Meetings
Anti Social Behaviour in Car Parks	High	Item referred to the Environmental and Planning Standing Panel for consideration by OSC on 4 October 2007.	TBA

Crime and Disorder Task and Finish Panel

Item	Report Deadline / Priority	Progress Comment	Programme of Future Meetings
Crime and Disorder Act 1998 – Government Review and Recommendations	Panel needs to arrange a first meeting to set the scope of its review and a work plan		TBA
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.	

<p>A meeting devoted to EFDC specialist officer giving an insight into the national Intelligence Model along with an up date from the Police.</p>	<p>Monday, 23 April 2007</p>		
<p>To consider views of the Anti Social Behaviour Officer and the officer responsible for CCTV coverage and the Youth Services Officer. The Task and Finish Panel will also consider the role of EFDC Crime Reduction Team and the resources available to it.</p>			