

Overview and Scrutiny Committee Work Programme 2021/22

Chairman: Councillor M Sartin

#	ITEM	REPORT DEADLINE	PROGRESS/COMMENTS
1.	Cabinet Business	Ongoing	To review the Executive's programme of Key Decisions at each meeting, to identify appropriate matters for the work programme and provide an opportunity for the overview of specific decisions. To consider any call-ins, as and when they arise.
2.	Group Company Structure	Ongoing ♦ Added to work programme by Agenda Planning Group (29-Oct-20)	To review progress regarding the establishment and operation of the Council's Group Company Structure at each meeting of the Committee. ♦ <i>NB: At O&S Agenda Planning Group 21.01.21, it was queried if Qualis needed to be a standing item but as all the scrutiny committees would have the opportunity to review their work programmes, this could be revisited in the new municipal year.</i>
3.	Covid-19 Response and Recovery	Ongoing Added to Work Programme by OSC (22-Jun-20)	To review progress of the Covid-19 Response and Recovery Plan.
4.	Overview and Scrutiny Work Programme 2021/22	3 June 2021	To agree the work programmes for the Overview and Scrutiny Committee and each of the select committees for 2021/22. (First meeting of each municipal year)

5.	Select Committee Memberships	3 June 2021	To consider nominations for membership of and appoint the Chairman & Vice-Chairman for each Select Committee. (First meeting of each municipal year)
6.	Corporate Priorities 2021/22	3 June 2021	Leader of Council to present the Council's corporate priorities for 2021/22 to the Committee. (First meeting of each municipal year)
7.	New Policy (Trees)	3 June 2021	To pre-scrutinise the new Policy on the Council's approach to trees which are impacting on the safety of its assets. (Cabinet decision due on 21.06.21).
8.	Town Centre Regeneration	8 June 2021 (extra)	To pre-scrutinise town centre regeneration for Loughton, Epping and Buckhurst Hill. (Cabinet decision due on 21.06.21).
9.	Pyrles Lane (Loughton) site	8 June 2021 (extra)	To pre-scrutinise Qualis' acquisition and development of the Pyrles Lane site. (Cabinet decision due on 06.12.21).
21.	Qualis Monitoring Report	8 June 2021 (extra)	To pre-scrutinise the Qualis 2020/21 Q2 monitoring report (due to timing issues, as progress reports go to Stronger Council Select Committee).
10.	Qualis Four-Year Business Plan	1 July 2021 Agreed at Agenda Planning Group (08-June-21)	To pre-scrutinise the Qualis four-year business plan for 2021-2025. (Cabinet decision due on 12.07.21). <i>(NB: work programme item (11) Business case for the transfer of Corporate Asset management service – this was incorporated into the Qualis Four-Year Business Plan).</i>
12.	Overview and Scrutiny 2020/21 Annual Report	1 July 2021	To approve the final draft of the Annual Report.

13.	Local High Streets – Viability and Regeneration	12 October 2021 (Carried forward from 2020/21 work programme)	Report on reconvening the Local High Streets Task and Finish Panel which was postponed during 2020/21 until after the Covid crisis.
14.	Corporate Plan Year 4 2021/22: Q1 Performance	12 October 2021	To review Q1 performance by exception in relation to the Key Performance Indicators & Work Programmes within the Corporate Plan.
22.	Climate change	12 October 2021	Draft progress report (as overarching topic that spanned many services)
16.	Corporate Plan Year 4 2021/22: Q2 Performance	18 November 2021	To review Q2 performance by exception in relation to the Key Performance Indicators & Work Programmes within the Corporate Plan.
25.	Harlow and Gilston Garden Town – Transport Strategy	18 November 2021	To pre-scrutinise transport strategy. (Cabinet decision due 06.12.21)
26.	Princess Alexandra Hospital (external scrutiny)	7 December 2021	To review progress made on development of the new hospital site and scrutiny of the Care Quality Commission report published 17.11.21.
28.	One Health & Care Partnership (external scrutiny)	27 January 2022	To receive a presentation from West Essex Clinical Commissioning Group on forthcoming changes to the delivery and organisation of health services and the associated role of the local authority. (Part of new Health Act from April 2022, which will result in an imminent move to a Herts West Essex Integrated Care System).
17.	Corporate Plan Year 4 2021/22: Q3 Performance	27 January 2022	To review Q3 performance by exception in relation to the Key Performance Indicators & Work Programmes within the Corporate Plan.
29.	HRA Business Plan	27 January 2022	To consider the business plan and receive a presentation from D Fenton (Housing and Property Service Director) and consultant, A Marshall-Smith. (Also to Stronger Communities Select Committee on 11-Jan-2021).

18.	Epping Forest Youth Council	31 March 2022	Annual Report from the Epping Forest Youth Council on completed and proposed activities.
24.	People Team – Induction process	31 March 2022 Added to Work Programme by OSC (12-Oct-21)	To review the induction process for officers in respect of the Council. Deferred by OS APG on 6-Jan-2021 to 31 March meeting. (Going to Stronger Council Select Committee on 3 March 2022).
27.	Market Policy (draft)	7 December 2021 27 January 2022 31 March 2022	To review the draft Market Policy. Withdrawn from agenda prior to meeting, as a legal opinion was being sought regarding market authority status for Charter towns. Deferred by OS APG on 6-Jan-21 to 31 March meeting, as awaiting Counsel advice. (Cabinet decision to be realigned and put back to 11 April 2022).
30.	Epping Forest Strategic Access Management and Monitoring (SAMM) Strategy (draft)	31 March 2022	To review the SAMM Strategy (Cabinet decision due on 11 April 2022).
31.	Climate Change Action Plan Consultation	31 March 2022	To review the update report. (Cabinet decision due on 11 April 2022).
19.	Elections Planning Progress Report	N/A (31 March 2022)	REMOVED from work programme by OSC at 01.07.21 meeting as scrutiny undertaken by Stronger Council Select Committee.
23.	Enforcement Project – stage 1 progress	N/A 18 November 2021	REMOVED from work programme as scrutiny undertaken by Stronger Places Select Committee.
15.	Transfer of Services to Qualis	TBC	To pre-scrutinise the business case for the transfer of MOT, Fleet and Grounds maintenance. (Cabinet decision TBC)
20.	Environmental Information Requests	TBC	To pre-scrutinise charging for EIRs. (Cabinet decision TBC)

33.	Cash Payments Solutions	16 June 2022 TBC	To review the cash payments solutions. (Joint report from Customer Services and Housing)
32.	City of London Corporation – Epping Forest Management Strategy and Business Plan 2020-2030	TBC Re: Agenda Planning Group (28-Feb-22)	Proposal made by Cllr D Wixley at Overview and Scrutiny Committee meeting on 18-Nov-21 (see OSC Minute no 60(b)). To be invited to June/July OSC meeting (see OS APG Minute no 33(b)).

RESERVE PROGRAMME ITEMS		
ITEM	REPORT DEADLINE/PRIORITY	PROGRESS/COMMENTS
Essex County Council (Children's Services) (Scrutiny of External Organisation)	Carried forward from reserve work programme for 2017/18 and 2018/19. Re: Agenda Planning Group (12-Jan-21)	Recommendation arising from Children's Services Task and Finish Panel requires the Committee to meet with Essex County Council in respect of children's services on an annual basis. The Director of Children's Commissioning attended the meeting in April 2016. To be considered further at a later date. Scope/focus of scrutiny activity and appropriate lines of questioning to be agreed if/when added to ongoing work programme; <i>Members to consider moving this item up a level in relation to children and Covid in the municipal year 2021/22.</i>
Thames Water	2022/23 – TBC Re: OSC 27.01.22 & Joint Meeting 20.01.22	Proposal made by S Murray (see OSC Minute no 81b) (see Joint Meeting 2021/22 Minute no 13, action (1) for lead scrutiny officer – Lead scrutiny officer, G Woodhall, to contact).
Essex Highways	2022/23 – TBC Re: Joint Meeting 20.01.22	Highways plans for road maintenance of the District rural network and minor roads (see Joint Meeting 2021/22 Minute no 15, action (10) – Lead scrutiny officer, G Woodhall, to contact).