

**Overview and Scrutiny Committee Work Programme 2023/24**  
**Chairman: Councillor D Wixley**

	Item		Progress/Comments	Lead Officer
<b>All Meetings</b>				
1	Cabinet Business	18 July 2023 24 Oct 2023 21 Nov 2023	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.	
<b>18 July 2023</b>				
2	Council's Corporate Priorities	Completed 18 July 2023	The Leader of Council presents the Council's corporate priorities. (First meeting of each municipal year)-	
3	Scrutiny Committees – Work Programme 2023/24	Completed 18 July 2023	Work programmes agreed for Overview and Scrutiny, Communities Scrutiny and Place Scrutiny Committees for 2023/24. (First meeting of each municipal year)	Andrew Small
4	Corporate Plan Performance Report	Completed 18 July 2023	Qtr.1 Corporate performance report	C Graham
5	Budget Scrutiny 2022/3	Completed 18 July 2023	Qtr.4 Budget Monitoring report capital and revenue 2022/23 (Provisional Outturn) (Previously considered by Stronger Council)	Andrew Small, Chris Hartgrove
	Budget Scrutiny 2023.24	Completed 24 Oct 2023	Qtr.1 Budget Monitoring report capital and revenue 2023/24	
6	Qualis	Completed 18 July 2023	Quarterly Monitoring Report Qtr. 2 (Year 4)	Andrew Small

	<b>Item</b>		<b>Progress/Comments</b>	<b>Lead Officer</b>
7	Epping Forest District Museum	Completed 18 July 2023	C/F from Stronger Communities Select Committee Work Programme: Prior to Cabinet Decision 21 August 2023 (Exempt Report) restricted papers	Jen Gould
<b>24 October 2023</b>				
8	Corporate Plan Performance Report	Completed 24 Oct 2023	Qtr.2 Corporate performance report.	C Graham
9	Budget Scrutiny 2023/24	Completed 24 Oct 2023	Qtr.2 Budget Monitoring report capital and revenue 2023/24 ( Cabinet 13 Nov 2023)	Andrew Small, Chris Hartgrove
10	Medium-Term Financial Plan 2024/25 to 2028	Completed 24 Oct 2023	New Item Updated Medium Term Financial Plan 2024/25 – 2028/29	Andrew Small, Chris Hartgrove
11	Capital Programme Update 2024/25 to 2028/29	Completed 24 Oct 2023	New Item: Review of capital Programme 2024/25	Andrew Small, Chris Hartgrove
13	Qualis		Quarterly Monitoring Report Cabinet 13 Nov 2023)	Andrew Small
14	Local Council Tax Support Scheme	Completed 24 Oct 2023	To make changes to the Council's Local Tax Support Scheme – Pre-Cabinet Scrutiny Report	Rob Pavey
<b>21 November 2023</b>				
15	Qualis Business Plan		To consider the Qualis Business Plan – (Pre-Cabinet Scrutiny 4 December 2023)	A. Small
16	Place Strategy		To consider the Qualis Business Plan – (Pre-Cabinet Scrutiny 4 December 2023)	A.Small

	Item		Progress/Comments	Lead Officer
<b>NEW MEETING 12 December 2023:- SINGLE ITEM AGENDA - IN PERSON MEETING ONLY</b>				
17	Indicative Draft Budget 2024/25		To consider the Draft Budget which includes General Fund & HRA revenue, Capital, Fees & Charges and updated Medium Term Financial Plan – (Pre-Cabinet 18 December 2024)	A. Small
<b>23 January 2024</b>				
18	Corporate Plan Performance Report		Qtr.3 Corporate performance report.	C Graham
19	Budget Scrutiny 2023/24		Qtr.3 Budget Monitoring report capital and revenue 2023/24	Andrew Small, Chris Hartgrove
20	Indicative Draft Budget 2024/25		Draft Budget which includes General Fund & HRA revenue, Capital, Fees & Charges and updated Medium Term Financial Plan)	
21	Qualis		Quarterly Monitoring Report Qtr. 4 (Year 4)	Andrew Small
<b>23 April 2024</b>				
22	Epping Forest Youth Council		Annual Report from the Epping Forest Youth Council on completed and proposed activities.	
23	Corporate Plan Performance Report		Qtr.4 (end of year) Corporate performance report.	C Graham
24	Budget Scrutiny 2023/4		Qtr. 4 Budget Monitoring report capital and revenue 2023/24	Andrew Small, Chris Hartgrove
25	Qualis		Quarterly Monitoring Report Qtr. 1 (Year 5)	Andrew Small

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26	People Strategy		Progress/achievements against the 1 <sup>st</sup> year objectives for the Strategy (requested by Cabinet 30/5/23)	Paula Maginnis
27	Overview and Scrutiny 2023-24 Annual Report		Review draft report	Laura Kirman