

## 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&amp;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)
		7 December 2021 (TBC)	Extra meeting for external scrutiny (if required)
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.
24.	People Team – Induction process	27 January 2022  Added to Work Programme by OSC (12-Oct-21)	To review the induction process in respect of the Council and members.
18.	Epping Forest Youth Council	31 March 2022	Annual Report from the Epping Forest Youth Council on completed and proposed activities.
19.	Elections Planning Progress Report	N/A ( <del>31 March 2022</del> )	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 <del>18-November-2021</del>	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)

<b>RESERVE PROGRAMME ITEMS</b>		
<b>ITEM</b>	<b>REPORT DEADLINE/PRIORITY</b>	<b>PROGRESS/COMMENTS</b>
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>