Overview and Scrutiny Work Programme – May 2015

	Overview and Scrutiny Committee		
Item	**Report Deadline / Priority**	**Progress / Comments**	**Programme of Future Meetings**
(1) OS Annual Report 2014/15	June 2015	Final report to go to the June 2015 meeting.	09 June 2015; 21 July; 20 October; 05 January 2016; 23 February; and 19 April.
(2) To receive an information item on 'Volunteering Through Time Banking'	July 2015	To receive an information item from the VAEF time banking co-ordinator.	
(3) To meet with Essex County Council in respect of Children Services and on annual basis, with the attendance of the Director of Children's Commissioning.	October 2015?	Recommendation taken from the Children Services Task and Finish Panel. Chris Martin last attended the November 2014 meeting.	
(4) Six monthly review - (a) Monitoring of OS recommendations (b) OS work programme	October 2015	Last completed in November 2014	

(5) To review the strategic direction of Epping Forest College, its vision for the future and its relationship with the Community	October 2015	The new Principal of Epping Forest College addressed the July 2014 meeting. *In September 2014, the Committee agreed that the Principal should be asked to address them on an annual basis.*	
(6) (a) To receive a presentation from Youth Council members; (6) (b) To receive a presentation from Essex County Fire and Rescue Service	Jaunary 2016	Members of the Youth Council to attend with an update on their programme of work. Presentation on service review proposals (see main agnda)	
(7) Key Objectives 2014/15	Outturn report to June 2015 meeting	Outturn report for 2014/15. (*Quarterly progress reports in respect of the annual Key Objectives are made to the Cabinet and the Overview and Scrutiny Committee*)	
(8) Corporate Plan Key Action Plan 2015/16	Progress reports to be considered on a quarterly basis.	Quarterly progress to be considered at meetings to be held in Oct. 2015 (Qtr. 1), Jan 2016 (Qtr. 2) and Feb 2016 (Qtr. 3).	
(9) Corporate Plan Key Action Plan 2016/17	July 2015	The Key Action Plan process has been brought forward to align with the budget setting process. To be considered by Cabinet in October.	

Select Committees			
Housing Select Committee (Chairman –)			
Item	**Report Deadline / Priority**	**Progress/Comments**	**Programme of Future Meetings**
(1) To review the specific quarterly KPI's for 2015/16	Sept. 15	Progress reports to meetings: Q1 in September '15; Q2 in November '15; and Q3 in March '16	16 June 2015 08 September; 10 November; 12 January 2016; and 08 March
(2) KPIs 2014/15	June 2015	Outturn report to meeting on 16 June	

Governance Select Committee (Chairman –)			
Item	**Report Deadline / Priority**	**Progress / Comments**	**Programme of Future Meetings**
(1)　　　To review the specific quarterly KPI's for 2015/16	Quarterly	Progress reports to Meetings: Q1 in October '15; Q2 in December '15; Q3 in February '16.	07 July 2015; 06 October; 01 December; 02 February 2016; 05 April
(2)　　　KPIs 2014/15	July 2015	Outturn report to July 2015 meeting	
(3) To consider and report on any recent meeting of the Chairman and Vice Chairman of the Area and District Committees Invitation Panel.	As appropriate		
(4)　　　Equality Objectives 2012/16	July 2015	2014/15 Outturn report	
(5)　　　Equality Objectives 2012/16	December 2015	Bi-annual progress report	

Neighbourhood & Community Services Select Committee (Chairman –)			
Item	**Report Deadline / Priority**	**Progress / Comments**	**Programme of Future Meetings**
(1)　Enforcement activity	Next due - January 2016	Annual report to Panel –last went to the January '15 meeting	23 June 2015
(2)　CCTV action plan review	Next due - January 2016	Annual report to Panel – last went to January '15 meeting	15 September;
(3)　CSP scrutiny review meetings	June 2015	Report last went to April 2014 meeting.	17 November;
(4)　　KPIs 2014/15	June 2015	Outturn report for 2014/15	19 January 2016;
(5) To review the specific quarterly KPI's for 2015/16	Quarterly	Progress reports to meetings: Q1 in September 2015; Q2 in November 2015; Q3 in March 2016	15 March

Resources Select Committee (Chairman –)			
Item	**Report Deadline / Priority**	**Progress / Comments**	**Programme of Future Meetings**
(1) To review the specific quarterly KPI's for 2015/16	Quarterly		14 July 2015; 13 October; 08 December; 09 February 2016 and 12 April
(2) Use/cost of Consultants	Report on value and benefit derived from the use of consultancy services across the Council services.		
(3) Key Performance Indicators – 2014/15 - Outturn	Outturn KPI performance (all indicators) considered at the first meeting of each municipal year.	Outturn KPI performance report for 2014/15 for July 2015 meeting.	
(4) KPI 2015/16 progress reports	Quarterly	Progress reports to meetings: Q1 to October '15; Q2 to December '15; Q3 to February '16	

Task and Finish Panels

Grant Aid Task and Finish Panel (Chairman – Cllr C P Pond)			
Item	**Report Deadline / Priority**	**Progress/Comments**	**Programme of Future Meetings**
First meeting to define Terms of Reference.	Final Report by Autumn 2015	To continue from last year. Final Report to go to the October O&S Committee meeting.	~~14 January 2015~~; ~~2 March;~~ ~~31 March;~~ ~~16 April~~

Youth Engagement Task and Finish Panel (Chairman – Cllr Murray) 2014/15			
Item	**Report Deadline/Priority**	**Progress/Comments**	**Programme of Meetings**
(1) Terms of reference, scoping report and work programme	Terms of reference and work programme to be considered at initial meeting and referred to the June, Overview and Scrutiny Committee for adoption	Held their first meeting on 20 April 2015 – Final report to go to the October O&S Cttee meeting.	~~20 April 2015~~ ~~18 May~~ 22 June