

Overview and Scrutiny Committee Work Programme 2020/21

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-19).	To review progress regarding the establishment and operation of the Council's Group Company Structure at each meeting of the Committee.
3.	Accommodation Strategy	Ongoing. Added to work programme by Agenda Planning Group (29-Oct-19).	To review progress regarding the implementation of the Council's Accommodation Strategy at each meeting of the Committee.
4.	People Strategy	Ongoing. Added to work programme by Agenda Planning Group (29-Oct-19).	To review progress regarding the implementation of the Council's People Strategy at each meeting of the Committee.
5.	Overview and Scrutiny Work Programme 2020/21	22 June 2019	To agree the work programmes for the Overview and Scrutiny Committee and each of the select committees for 2020/21. (First meeting of each municipal year)

6.	Select Committee Memberships	22 June 2020	To consider nominations for membership of and appoint the Chairman & Vice-Chairman for each Select Committee. (First meeting of each municipal year)
7.	Corporate Priorities 2020/21	22 June 2020	Leader of Council to present the Council's corporate priorities for 2020/21 to the Committee. (First meeting of each municipal year)
8.	Customer Services	16 July 2020 (Annual Report)	Service Director (Customer Services) to report on customer service initiatives and performance, including compliments and complaints and call-handling.
9.	Epping Forest Youth Council	16 July 2020	Annual Report from Youth Council on completed and proposed activities. <i>Carried forward from the postponed meeting on 17 March 2020.</i>
10.	Waste Management Task & Finish Panel Review – Final Report	16 July 2020	To consider the options recommended by the Task & Finish Panel for the Waste Management Review. <i>Carried forward from the postponed meeting on 17 March 2020.</i>
11.	Corporate Plan Year 3 – Q1 Performance Review	16 July 2020	To review Q1 performance by exception in relation to the Key Performance Indicators & Work Programmes within the Corporate Plan.

12.	Local High Streets – Viability & Regeneration	16 July 2020 (Carried forward from the Reserve Work Programme for 2018/19)	Proposed Task and Finish Panel agreed by the Committee on 19 November 2019. Terms of Reference and Work Programme for the Task and Finish Panel agreed on 28 January 2020. Original Schedule: <ul style="list-style-type: none"> - 24 February 2020 (meeting held) - 19 March 2020 (meeting postponed) - 15 April 2020 (meeting postponed) - 14 May 2020 (meeting postponed) ⇒ Report back to Overview & Scrutiny in June 2020. To consider whether the Terms of Reference are still relevant following the Covid-19 lockdown, and the future of this Task & Finish Panel.
13.	Local Mental Health Services – Scrutiny of External Organisation	15 October 2020 (Carried forward from Reserve Work Programme for 2018/19)	To review the provision of local mental health services. Scope/focus of scrutiny activity and appropriate lines of questioning to be agreed. Approach made to West Essex Clinical Commissioning Group and Essex Partnership University NHS Foundation Trust. Briefing to be provided to frontline staff on 16 July 2019 by Essex Partnership University NHS Foundation Trust. All members invited to attend briefing. Possibility of further session for members to be investigated. Carried forward from the postponed meeting on 17 March 2020.
14.	Corporate Plan Year 3 – Q2 Performance Review	15 October 2020	To review Q2 performance by exception in relation to the Key Performance Indicators & Work Programmes within the Corporate Plan.
		19 November 2020	
15.	Corporate Plan Year 3 – Q3 Performance Review	2 February 2021	To review Q3 performance by exception in relation to the Key Performance Indicators & Work Programmes within the Corporate Plan.

16.	Epping Forest Youth Council	15 April 2021	Annual Report from the Epping Forest Youth Council on completed and proposed activities.
17.	Corporate Plan Year 3 – Q4 Performance Review	15 April 2020	To review Q4 performance by exception in relation to the Key Performance Indicators & Work Programmes within the Corporate Plan.
14.	Epping Forest Sixth-Form Consortium (Scrutiny of External Organisation)	To be confirmed. Carried forward from reserve work programme for 2017/18 and 2018/19.	(PICK submission) To review the progress of the Sixth Form Consortium established in September 2015. Scope/focus of scrutiny activity and appropriate lines of questioning to be agreed if/when added to ongoing work programme;

RESERVE PROGRAMME ITEMS

ITEM	REPORT DEADLINE/PRIORITY	PROGRESS/COMMENTS
(1) Essex County Council (Children's Services) (Scrutiny of External Organisation)	Carried forward from reserve work programme for 2017/18 and 2018/19.	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;