

WORK PROGRAMME UPDATE

APPENDIX 1

Scrutiny topic	Member Sponsor	Lead Officer	Scope of Scrutiny	Required for 11 January meeting
Community Hospital	Councillor S J Savage	Chief Executive	The Committee has requested to receive updates on the progress of the Community Hospital and, if necessary, meet with the agencies concerned to ensure that the project is progressing in a timely manner.	Representatives of the Clinical Commissioning Group (CCG) have been asked to attend this meeting to respond to Member concerns regarding the removal of beds from the local hospital facility. Due to prior engagements they are unable to attend and will be invited to attend the March 29 meeting of this Committee.
Provision of Healthcare Services	Councillor N R Pudney	Chief Executive	The original purpose of the scrutiny was to meet with a representative from the National Health Service (NHS) England to allow for the service to account for the practice of agreeing developer contributions to mitigate the pressures on local medical centres, where such medical centres are at capacity and where the operators of such medical centres object to planning applications within their catchment areas on the grounds of incapacity. However Members raised at the June 2016 meeting, that GP surgeries had advised they were unable to take on more patients despite such contributions being made. It was further agreed at the July 2016 meeting that due to the possible downgrading of the accident and emergency facility at Broomfield in favour of Basildon, that representatives from the Health Service should be invited to attend a future Overview and Scrutiny Committee (O&S) meeting to address Members' concerns in this area.	Progress on delivery of the Mid-Essex Strategic Estates Plan will be reported via the Maldon Health Hub Project Board, further updates will be provided as soon as they are available.
Section 106	TBC	Director of Resources	The Committee asked for confirmation of: - Arrangements for collection of Section 106 contributions - trigger points, billing etc. - Sums received and held - Decision making process for allocation	Report scheduled for the February Committee
Elections	Councillor H M Bass	Chief Executive	After the 2015 Elections, the Council has reviewed all processes and procedures used in the Elections and that an improvement plan was presented to the O&S in February 2016. It was agreed by the Committee that a further report on elections will be brought to the Committee in 2016 / 17.	The Committee agreed that a further update report should be presented to the Committee following the 2017 County Council election.

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Planning Enforcement	Councillor E L Bamford	Director of Planning and Regulatory Services	<p>The scope of the review for planning enforcement is broken down into three parts, namely:</p> <ul style="list-style-type: none">- Statutory responsibilities and Maldon District Council's Policy;- Discharge and management of planning enforcement;- Suggested changes to the management of planning enforcement. <p>The first two parts of the review was reported to O&S in February 2016 and the final part was to be brought to the Committee at a future date.</p>	<p>The Scrutiny Lead and Group Manager for Planning Services have reviewed the draft policy and it will be reported back to the Committee on 29 March.</p>
Primary school education in the District	Councillor H M Bass	Director of Customers and Community	<p>To understand the standards of education being provided in the Maldon District at primary level. The Committee was presented with a report at its meeting in April 2016 and it was agreed that an invitation will be sent to Claire Kershaw, Head of Commissioning Education and Lifelong Learning from Essex County Council and Reverend Tim Elbourne, Director of Education from Chelmsford Diocese to a future meeting of this Committee to facilitate the scrutiny of primary education within the Maldon District.</p> <p>The Committee agreed at the June meeting that a further report should be brought back to this Committee towards the end of the year.</p>	<p>Primary Education was scrutinised by this Committee on 11 January and a number of recommendations were made. This matter will be brought back to this Committee to check progress on the recommendations and performance of local primary schools in 12 -15 Months.</p>

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Stow Maries Aerodrome	Councillor M Heard	Director of Resources	To ensure that the management of Stow Maries Aerodrome were operating the organisation in such a way to give some assurance to the Committee that the Council could expect to recover its monies correctly. The Committee received a report on this at the April 2016 meeting and agreed that a representative from Stow Maries Great War Aerodrome Limited be invited to attend a future meeting of the Committee to demonstrate their sustainable business plan and discuss their ability to repay the Maldon District Council loan; with particular focus on how they were planning to generate more income in the longer term and their long term vision on the Stow Maries Aerodrome	The Trust's most recently quarterly accounts are running at a trading deficit for 2016 / 17 and are expected to deliver a similar deficit next year. The Trust are seeking to cover the gap through grant applications and fund raising activities. The scrutiny lead and the Chief Executive are due to meet with representatives of the Aerodrome to discuss their financial position in the light of the ongoing monthly deficit demonstrated through their management accounts
Members and Officers Communication protocol	Councillor Mrs P A Channer	Director of Resources	To review the current Communication protocols and suggests any necessary improvements. The revised protocol was submitted to the Finance and Corporate Services (F&CS) Committee for consideration, however further comments were received at the meeting, it was resolved that the O&S Committee should consider the comments raised to see if any adjustments are necessary.	The Interim Director of Resources has met with the scrutiny lead and appraised himself of the work undertaken on this review to date and another meeting is now being arranged to discuss next steps. A verbal update will be provided at the meeting.
Staff sickness	Councillor N R Pudney	Director of Resources	The scope of the scrutiny is to review the success of training, sickness prevention, successful working with managers, productivity and efficiency, what was in place to mitigate any issues in respect of the impact on other members of staff when a staff member goes off on long term sickness	The Interim Director of Resources has met with the scrutiny lead to discuss our existing processes and procedures and how the new Absence Management Policy that has recently been adopted by the Council will help to address the high levels of sickness absence. Councillor N R Pudney will attend one of the scheduled training sessions with Managers as an observer and another meeting will be scheduled with Councillors Mrs P A Channer and Pudney following this.