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# Chelmsford City Council Overview & Scrutiny Committee

**4<sup>th</sup> November 2024**

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## Work Programme

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### Report by:

Director of Connected Chelmsford

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### Officer Contact:

Jan Decena, Democratic Services Officer, email: [jan.decena@chelmsford.gov.uk](mailto:jan.decena@chelmsford.gov.uk), tel: 01245 606260.

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### Purpose

The purpose of this report is to invite Members' comments on the Committee's work programme which has been updated since the Committee last met on 14 October 2024.

### Recommendations

Members are invited to comment on the Committee's work programme, attached as Appendix 1 to this report and make any necessary amendments to it.

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## 1. Background

- 1.1. The Committee's work programme has been updated following the meeting held on 14 October 2024 and is attached at Appendix 1.
- 1.2. Any changes to the programme since the last meeting are indicated by an asterisk and bold text in Appendix 1.

1.3. The meeting scheduled for 14<sup>th</sup> April 2025 has been moved to 10<sup>th</sup> March 2025, Councillors were notified of this on 24<sup>th</sup> October 2024.

1.4. As agreed at the October meeting, an item on a Review of Parking Provision will be considered at the 18<sup>th</sup> November meeting.

## 2. Conclusion

2.1. Member's comments are invited on the work programme.

### List of appendices:

Appendix 1 – Work Programme

### Background papers:

None

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## Corporate Implications

Legal/Constitutional: None

Financial: None

Potential impact on climate change and the environment: None

Contribution toward achieving a net zero carbon position by 2030: None

Personnel: None

Risk Management: None

Equality and Diversity: None

(For new or revised policies or procedures has an equalities impact assessment been carried out? If not, explain why)

Health and Safety: None

Digital: None

Other: None

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## Consultees:

Chair and Vice Chair of the Overview and Scrutiny Committee

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## Relevant Policies and Strategies:

Not applicable

## APPENDIX 1

**OVERVIEW AND SCRUTINY COMMITTEE****Work Programme**

*\* Any changes to the programme since the last meeting are indicated by an asterisk and bold text.*

<b><u>Subject</u></b>	<b><u>Author</u></b>
<b>Future items to be scheduled</b>	
<b>*Climate Emergency Declaration and Net Zero initiatives Inform and Debate</b>	<b>Keith Nicholson Director of Public Places</b>
<b>18 November 2024</b>	
<b>Performance Review Items</b>	
<b>Cabinet Portfolio Updates</b>	<b>Leader of the Council  Deputy Leader and Cabinet Member for a Fairer Chelmsford</b>
<b>Cabinet Member for a Greener Chelmsford's Annual Report on Housing Delivery</b>	<b>Jeremy Potter Spatial Planning Services Manager</b>
<b>*Review of Parking Provision</b>	<b>Michael Adewole Parking and Highways Operations Manager</b>
<b>Standing Items</b>	
<b>Report on Decisions Taken Under Delegation to the Chief Executive</b>	<b>Jan Decena Democratic Services Officer</b>
<b>Annual Report of the Committee</b>	<b>Jan Decena Democratic Services Officer</b>

<b>10 February 2025</b>	
<b>Performance Review Items</b>	
<b>Cabinet Portfolio Updates</b>	<b>Cabinet Member for a Safer Chelmsford</b>  <b>*Cabinet Member for an Active Chelmsford</b>
<b>Annual Presentation by Safer Chelmsford Partnership and Essex Police</b>	<b>Spencer Clarke</b> <b>Public Protection Manager</b>  <b>Chief Inspector Paul Ballard</b> <b>Essex Police</b>
<b>*10 March 2025</b>	
<b>Performance Review Items</b>	
<b>Cabinet Portfolio Updates</b>	<b>Cabinet Member for a Greener Chelmsford</b>  <b>Cabinet Member for Finance</b>
<b>*Theatre Inform and Debate (including review from Theatre Director)</b>	<b>Marc De'ath</b> <b>Chelmsford City Culture Services Manager</b>
<b>Reports from Representatives on Outside Bodies</b>	<b>Jan Decena</b> <b>Democratic Services Officer</b>
<b>2 June 2025</b>	
<b>Performance Review Items</b>	
<b>Cabinet Portfolio Update</b>	<b>Leader of the Council</b>
<b>Standing Items</b>	
<b>Report on Decisions Taken Under Delegation to the Chief Executive</b>	<b>Jan Decena</b> <b>Democratic Services Officer</b>

<b>Annual Report of the Committee</b>	<b>Jan Decena Democratic Services Officer</b>
<b>15 September 2025</b>	
<b>Performance Review Items</b>	
<b>Cabinet Portfolio Update</b>	<b>Cabinet Member for an Active Chelmsford</b>
<b>Update/Review of “Our Chelmsford, Our Plan”</b>	<b>Nick Eveleigh Chief Executive</b>
<b>17 November 2025</b>	
<b>Performance Review Items</b>	
<b>Cabinet Portfolio Update</b>	<b>Deputy Leader and Cabinet member for a Fairer Chelmsford</b>
<b>Cabinet Member for a Greener Chelmsford’s Annual Report on Housing Delivery</b>	<b>Jeremy Potter Spatial Planning Services Manager</b>
<b>*Use of Project Management Toolkit</b>	<b>Louise Goodwin Director of Connected Chelmsford</b>
<b>Standing Items</b>	
<b>Report on Decisions Taken Under Delegation to the Chief Executive</b>	<b>Jan Decena Democratic Services Officer</b>
<b>9 February 2026</b>	
<b>Performance Review Items</b>	
<b>Cabinet Portfolio Update</b>	<b>Cabinet member for a Safer Chelmsford</b>
<b>Annual Presentation by Safer Chelmsford Partnership and Essex Police</b>	<b>Spencer Clarke Public Protection Manager</b>

	<b>Chief Inspector Paul Ballard Essex Police</b>
<b>13 April 2026</b>	
<b>Performance Review Items</b>	
<b>Cabinet Portfolio Updates</b>	<b>Cabinet Member for Finance  Cabinet Member for a Greener Chelmsford</b>
<b>Standing Items</b>	
<b>Updates from representatives on Outside Bodies</b>	<b>Jan Decena Democratic Services Officer</b>